

# **College of Emergency Nursing Australasia**

## **Novice Researcher Grant**

### **1. BACKGROUND AND PURPOSE**

The Novice Researcher Grant (the 'grant') was established by the College of Emergency Nursing Australasia (the 'College') in early 2016. Its purpose is to provide funds to those Members and Fellows of the College to undertake research that will be of value to the College and to the profession of emergency care.

### **2. BODY OF POLICY**

#### 2.1 Nature of Grant

The grant consists of a monetary sum (\$4,000), the amount of which is fixed periodically by the College.

#### 2.2 Eligibility Criteria

Applications will be considered from applicants who meet the following criteria:

- Registered Nurses who have been a Member or Fellow of the College for two or more consecutive years
- Have demonstrated evidence of service to emergency nursing and the College
- Contribution to service improvement
- Contribution to evidence based practice

#### 2.3 Applications

Applicants should complete the appropriate application form and submit it, together with a brief CV (not more than 4 pages), and the documentation specified therein, to the College within the advertised timeframe.

#### 2.4 Selection Process

A panel of three (3) or more assessors convened by the Research Committee of the College shall adjudicate the applications and recommend to the College, the recipient(s) for the award, based on the following criteria:

- Originality of the research
- Potential patient and / or family outcomes arising from the research

- The scholarly contribution to emergency nursing
- Methodological quality and rigor
- Applicant credentials and ability to complete the study within the prescribed time and budget
- Plan for dissemination of research findings

The College shall determine the recipient of the grant. The decision of the College will be final and no correspondence will be entered into. All parts of the selection process must be conducted in accordance with the College Conflict of Interest Policy.

### 2.5 Acknowledgement of Grant

The winner of the grant is presented with a citation in acknowledgement of the award at the International Conference for Emergency Nursing held in the year the grant is made.

### 2.6 Publication of the Grant

The College may publish the recipient's name and the working title of the project to promote the award and raise the profile of the College.

## **3. CONDITIONS OF AWARD**

### 3.1 General

(a) 'Recipient' means the person or persons to whom the funds in question were made available. Where more than one person is the joint recipient of funds, a reference to the 'recipient' includes a reference to all those recipients.

(b) The recipient of a grant and any research, technical or other personnel involved in the award project are not employees of the College. The College takes no responsibility whatsoever for any employment or other entitlements in respect of those parties.

### 3.2 Adherence to Terms of Project

The recipient shall adhere to the details of the research project and budget as approved by the College, and shall not make any alteration to either without the prior written approval of the College.

### 3.3 Completion of Award

An approved project is to be completed within 24 months of the date the award was made, or within such other timeframe as the College may in writing allow.

### 3.4 Grant Funds

(a) The sum awarded will be paid in a lump sum following proof of Human Research and Ethics Committee approval for the proposed study. They are not subject to inflationary or other incremental adjustments.

(b) When a grant terminates (for any reason), any unexpended balance of award funds must be returned to the College.

(c) Grant funding cannot be used to purchase equipment.

### 3.5 Matters requiring prior approval

(a) The recipient must obtain the prior express, written approval of the College in respect to changes to research program or budget

(b) Applications for prior approval must be made in writing, addressed to the Executive Director of the College, and include full details of the subject matter.

(c) Any approval will not be valid if it is not made in writing or does not specify the precise nature of, and limitations on, the approval.

### 3.6 Required notifications

The recipient shall notify the College in writing, and in advance wherever possible, of:

- Any periods of absence to be taken during the course of the award (excluding those which are less than four week's duration)
- Their leaving, or intention to leave, the relevant institution before the expiration of the grant and the name of the institution their next intended place of employment.

### 3.7 Ethics

(a) It is expected that any research conducted with the support of a research grant:

- Will have all necessary ethical and research governance approvals
- Will comply with policies and statements on research involving humans published by the National Health and Medical Research Council (NHMRC).

(b) Recipients shall also comply with all relevant procedures and policies of the host institution.

### 3.8 Obligations

#### (a) Reporting Obligations

The recipient shall provide the following reports to the College:

- (i). By 30 May of each year – a statement of expenditure charged to the award
- (ii). By 30 June and 31<sup>st</sup> December of each year – a concise summary of research progress (approximately 300 words)
- (iii). At the termination of the grant, a final statement of expenditure and final report on the overall outcome of the research.

#### (b) Publication Obligations

At the termination of the grant, the recipient shall present the results of their work supported by the grant through:

- (i). Presentation at the International Conference for Emergency Nursing, or other appropriate scientific meeting, or
- (ii). publication in the peer reviewed literature .

All presentations or publications are to acknowledge the support of the Novice Researcher Grant and the College of Emergency Nursing Australasia.

### 3.9 Intellectual Property

Any discovery arising out of work supported by the award must not be the subject of application for patent, except with:

- The written approval by the Executive Director of the College, and
- The agreement of the institution in which the work is carried out.

### 3.10 Use of Funds

Grant funds are to support the conduct of research and as such, may be used to support data collection, transcription requirements, statistical support, travel that is directly related to the research etc.

Grant funds may **not be used** to fund equipment such as personal computers, laptop computers, tablets, smart phones, photocopiers, computer software, non-research related travel, entertainment, publication costs, organisational infrastructure costs, etc.

### 3.11 Termination of Award

(a) A grant may be terminated if the conditions of award are not observed.

(b) A grant will terminate if the recipient leaves the College before the expiration of the grant, unless other arrangements satisfactory to the College are made beforehand.