

HOUSTON ORGANIZATION OF NURSING EXECUTIVES
Education/Research Committee
Application Guidelines for Research/Project Funding

Applications are reviewed twice yearly. The two application deadlines are April 15 and October 15 each calendar year. Applicants may be asked to present their proposal in person. Awards will be presented June 1 and December 1 respectively. All applicants will be notified by mail.

Projects/research must be related to nursing leadership. The relationship must be clearly delineated in the proposal. Collaborative efforts between institutions are encouraged. The applicant requesting funding does not need to be a member of HONE.

Applications and any questions regarding application are to be sent to:

HONE
C/O Education/Research Committee Chairperson
P. O. Box 301017
Houston, Texas 77230-1017

Four copies of the proposal must be submitted. Proposals must include each of the following:

- I. Application Face Sheet
- II. Funding Agreement
- III. Proposal

Limit proposal to no more than 5 pages (excluding appendix). The proposal should include the purpose, background and significance, objectives/research question, project/research design and methodology. The proposal should include a budget with itemization and justification. As applicable, the appendix should include references, copies of instruments/tools, and the IRB/CPHS approval.

- IV. CV of the Principal Investigation/Project Coordinator.
CV for each Co-Investigators/Project Co-Coordiators.

**Houston Organization of Nurse Executives
Nursing Research/Project Award
Application Face Sheet**

Date: _____

Title of Study/Project: _____

Address: _____

City/State/Zip: _____

Phone: _____(Home) _____(Work)

Have you applied for or are you now receiving support for this project:

Yes: _____ No: _____

If yes, list agency: _____and amount of funding: _____

Name of Co-Investigator/Project Co-Coordinator:

Address: _____

City/State/Zip: _____

Phone: _____(Home) _____(Work)

Projected date of completion: _____

Houston Organization of Nurse Executives Funding Agreement

Title of Project: _____

Amount of Funding Requested: _____

If funded, how should the check be made out:

Name: _____

Organization name: _____

Organization address: _____

Account number/ name (if needed): _____

Projected Start Date: _____

Projected Completion Date: _____

If my proposal is funded, I agree to:

1. Use the funds for the project described in this application.
2. Submit a progress report six months after the award is received and a final report at the end of the project.
3. Upon completion of the project, submit one copy of the study and an abstract to HONE.
4. Present the results at an HONE General Meeting Session.
5. Acknowledge the contribution of HONE in any publication and/or presentations.

Date: _____

Investigator/Project Coordinator

Co-Investigator/Project Coordinator

Co-Investigator/Project Coordinator

Co-Investigator/Project Coordinator

