

**RUTH B. CRADDOCK FUND
FOR THE PROMOTION OF NURSING STUDENT RESEARCH
APPLICATION INSTRUCTIONS**

I. Purpose

The purpose of the Ruth Craddock Fund is to support the research mission of the University of Louisville School of Nursing (ULSON). The Ruth Craddock Fund will provide financial assistance to qualified undergraduate and graduate students for:

- A. Successful completion of a research project and/or the dissemination of research findings at a professional conference.
- B. Faculty mentored research conference experience.

II. Criteria for Awarding Grants

A. Applicant Criteria

- 1. The undergraduate and/or graduate student must be enrolled at the ULSON within the semester in which they are requesting funding.
- 2. The undergraduate and/or graduate student must have a faculty research advisor/mentor supporting the Ruth Craddock Fund Application.

B. Application

- 1. The undergraduate or graduate student must submit an original application and two copies of the application to the Chair of the Research Committee by the deadline for consideration for the \$600 award.
- 2. Applications that are incomplete and/or are not signed by the research mentor will not be reviewed.

C. Competitive Basis for Fund Allocation

Allocation of funding will be based on the merit and quality of the application and available funds. The application will be reviewed by the members of the Research Committee to determine the quality of the proposal.

II. Grant Allocation

The amount of a grant will be determined by the number of requests and the available monies in the endowment fund. Depending on the amount in the endowment fund each year the Research Committee will award a maximum of \$600 for applicants presenting research. For applicants attending the research conference as part of a faculty mentored research experience, a maximum of \$500 will be awarded.

IV. Grant Application Deadlines

- A. Funding priority will be given to applications submitted to the Research Committee by **April 1st** for the following fall semester funding and by **October 1st** for spring and summer funding.
- B. Applicant will be notified of funding status within 30 days of the proposal deadline.
- C. Other applications throughout the academic year will be accepted from qualified applicants seeking funding for dissemination of research at research conferences or attending a research conference which is supported by a faculty mentor.
- D. Students must submit a final written report to the U of L School of Nursing Research Committee within six weeks of the completion of their presentation or attendance at a research conference. See page 5 of this application.

V. Recipients

- Students will be informed of funding approval and the mechanism for accessing award monies.
- Students approved for funding but fail to successfully complete the activity outlined in their proposal must return the grant money.

Please read and follow instructions carefully.
Applications not following these guidelines will not be reviewed.
***Answer II or III based on your request for funding**

- I. Title of Research Project/Podium or Poster Presentation/Conference
- II. Project Narrative: Please use subheadings listed below and answer the questions or provide the information in a narrative, paragraph form.
 - A. Abstract: One separate page
 - B. Purpose: What is the purpose of the research project?
 - C. Background/Significance: Why is this research project important?
 - D. Methods: For the research project—describe the design, sample, & settings.
 - E. Provide a timeline for research project
 - F. Results of research project
 - G. Conference Plans: Presentation only---Where and when will the project or poster be presented?
 - H. References: Provide a Reference list
- III. Mentored Conference Experience
 - A. Purpose: What do you intend to do?
 - B. Significance: Why is this experience important?
 - C. Background of Organization Sponsoring Event
 - D. Conference Plans: Personalized timeline for activities/sessions you will be attending.
 - E. Results: How will you present your conference experiences?
- IV. Budget - One Separate Page
 - A. Itemized Budget
 - B. Budget Justification (Include a short paragraph to explain budget items)
 - C. Total Requested
 - D. Other Sources of Funding (List other sources of funding and how these will be used.
- V. Brief Biographical Sketch (One Separate Page)
 - A. Name, credential, position/title
 - B. Nursing and other higher degree education
 - C. Participation in service activities in community/school

Written Report

To be Submitted to U of L Nursing Research Committee
within 6 weeks after attending conference

1. Conference Attended and dates:
2. Name of presentation if presented:
3. Describe how each of your objectives were met after attending this conference.
4. How will this experience enhance your understanding of research?
5. How will you share this knowledge with other students and faculty at the School of Nursing?