

Canadian Association of Neuroscience
Nurses/Association canadienne des infirmières et
infirmiers en neurosciences

Terms of Reference

Guidelines for the Marlene Reimer Research Award

1. The Research committee may solicit funds for neuroscience nursing research projects from private or commercial sources.
2. Funds will be allocated to CANN members for research projects by the Research Committee using established criteria (see Guidelines for Funding Requests for Marlene Reimer Research Award) shall be notified of these criteria.
3. The Research Committee will notify persons or commercial companies in writing that donation of funds to CANN do not carry a commitment to endorse or advertise a product by CANN.
4. Funds awarded to research projects will not be dispersed to personal bank accounts for nurse researchers, but shall be placed in a designated research account, usually in a hospital or agency where the research is taking place.
5. Funds, which are donated, but not immediately awarded, shall be forwarded to the Treasurer of CANN and held in the research account. The research committee does not directly manage money.
6. The Research Committee is responsible for thanking contributors in writing. Since CANN is not registered as a non-profit organization, no receipts can be issued for tax purposes.

GUIDELINES FOR FUNDING REQUESTS

FOR

Marlene Reimer Research Award

1. Research funds will be allocated yearly based on numbers of requests;
2. Application deadline is November 1st annually
3. The total Marlene Reimer Research Award be \$2000 plus the net profit from the Run for Research of the previous year; to be reviewed annually at the midyear meeting by the BOD;
4. Fundable projects will focus directly on neuroscience patient care issues;
5. Projects will focus on issues within the scope of nursing practice in Canada;
6. The primary investigator must be a nurse and an active member of CANN. in the preceding year;
7. A letter of request plus the proposal shall be sent to the chairperson of the research committee (may be sent electronically);
8. An additional two copies of the proposal will be mailed electronically to the research chairperson; one copy includes identifying information (research team members, health care setting) and the second copy does not include this information.
9. A letter or support from management/clinical supervisor describing the contribution of this neuroscience nursing research study proposal should accompany the application;
10. The research proposal shall include the following:
 - Title of project
 - Names and qualifications of the principal and co-investigators
 - Purpose of the project
 - Methodology (including sample, procedures and data analysis plan)
 - Evidence of consent by the Ethics Committee of the institution/agency from which the research subjects will be selected, if applicable
 - Budget and time frame
 - Amount of money requested from CANN.

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11. The proposed budget should include the following headings:
 - Professional Services
 - Supplies
 - Services
 - Travel (does not include funding for travel to present findings at annual CANN meeting)
 - Equipment
12. Proposal should also include details about other funding sources; including those confirmed and those pending;
13. The Research Committee will review proposals and notify the Board of Directors on decisions about funding awards;
 1. The award will be given to the recipient at the time the decision is made and official recognition will be given at the annual meeting luncheon;
 2. Those who receive funding shall provide progress reports to the Research Committee upon request;
 3. The deadline for applications for research funds will be November 1st and will be published in CJNN;
 4. Researchers are expected to publish their results in CJNN and present them at the Annual Meeting ;
 5. Researchers must submit a report of their research to the Research Committee.