



**Thomas and Diane Andrews
Nurse Anesthesia Project
Award Guidelines**

AHU.Research.Office@ahu.edu

Thomas and Diane Andrews Nurse Anesthesia Project

Award (TDANAPA) Guidelines

AdventHealth University (AHU), through its External Funding Steering Committee (EFSC), competitively awards the Thomas and Diane Andrews Nurse Anesthesia Project Award (TDANAPA) fund to nurse anesthesia students.

Objectives

The Donors have chosen to establish this fund to honor their long-standing support of the University, especially in the area of nurse anesthesia, and they wish to partner with the University in its mission of preparing caring, service-oriented CRNA professionals. The Donors intend to provide this Fund as a perpetual endowment to benefit highly motivated, dedicated, academically qualified students' design and complete exceptional and more demanding scholarly work than they might otherwise be able to.

Grant Funding and Criteria

Grant funds may be used for expenses related to the needs of the research process and research dissemination.

At AHU, the research process and research dissemination are terms defined as follows:

- The research process is defined as activities utilized by investigators to gather data, analyze results, and write findings.
- Research dissemination is defined as any method or activity that investigators use to convey research results.

Grant funding for the research process covers the following expenses:

- Supplies, consumables, software, and small equipment (less than \$5,000 in value). The purchase of computers or other hardware is excluded.

(Note: Equipment purchases will remain the property of the department.)

Grant funding for the research dissemination covers the following expenses:

- Conference registration fees for the presentation of research and scholarship projects at national or state conferences.
- Poster printing.
- Editing.

Other criteria to consider:

- have a capstone or scholarly research project approved by the University Scientific Review Committee (SRC) and Institutional Review Board (IRB) and any other appropriate research-approving committees and offices,
- be under the supervision of a full-time AHU faculty member who will co-sign the grant application
- have a recommendation letter from the project faculty advisor/mentor which states that the student has a strong academic standing in the AHU doctoral level of the Nurse Anesthesia program (DNAP),

Thomas and Diane Andrews Nurse Anesthesia Project Award (TDANAPA) Application Process

Submission: The TDANAPA applications will be available online at <https://my.ahu.edu/academics/research/online-submissions>. (FORM NOT YET available. Please use the general link until further notice)

Application period: There is an open submission system, which means that any investigator can submit an application at any time.

Review Process: The EFSC will evaluate all applications and recommend funding allocations to the Provost through the Research and Grants Office (RGO). The RGO will email applicants with the decision on their application. The EFSC has 15 working days after receipt of applications to make a decision. The committees will conduct reviews during working days (WD). Holidays and school breaks are not considered working days.

Funds availability: Funds will be available for use no later than 15 working days following notification of funding for the following 12 months.

Thank you note: A thank you note is requested from the awardee to the Donor (Thomas and Diane Andrews). The delivery method for the "thank you" letter will be detailed in the award letter.

Unspent Balances/Grant Extension Request: A grant extension gives more time beyond the original end date to use the approved funds. An extension does not involve additional funds, whereas a renewal does. Extension granted means that the awardee has been given more time to complete the project and expend grant funding. The specific extension time granted will be described in the grant extension letter. Grant extensions will only be considered for students graduating after the 12-month extension ending date.

By default, all unspent balances revert to the fund after the 1-year termination date and will be used as funding for future awards. An extension request, including justification to carry over unspent funds from the initial 12-month award period for up to an additional 12 months maximum, may be submitted online at <https://my.ahu.edu/academics/research/online-submissions/grant-extension-request-form> **at least 30 days before the award expiration date** stated in the award letter.

Grant Renewal: A grant renewal of an active grant is a new request for additional funds to complete the same scholarly project. This extra funding may be requested for up to an additional year, after which a full grant application would need to be submitted for further funding at <https://my.ahu.edu/academics/research/online-submissions>. (FORM NOT YET available. Please use the general link until further notice). Grant Renewals will only be considered for students graduating after the 12-month extension ending date.

AHU Intellectual Property Information and Patent Policy

Intellectual Property (IP) includes but is not limited to research data and research materials and is an important asset to our University and our researchers. Faculty, students, researchers, staff and collaborators have an obligation to manage, store and protect research data and research materials and the intellectual property and information incorporated therein. Intellectual property rights are also applied to any other type of scholarly project supported by an internal grant. The policy may be accessed at https://catalog.ahu.edu/content.php?catoid=67&navoid=6097#Copyright_Policy. Faculty members who wish to receive continuing support from internal grants must report income generated by royalties or product sales in the "External Funding" section of the Research Grant application.