



Tamil Nadu Nurses and Midwives Council (TNNMC)

RESEARCH GRANTS

2022

Tamil Nadu Nurses and Midwives Council

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Mylapore, Chennai - 600 004. Tamil Nadu.

Table of Contents

Introduction.....	3
• Vision.....	3
• Mission.....	3
• Objectives.....	4
Thematic Areas.....	4
Research Grants.....	5
Eligibility Criteria.....	6
Roles and Responsibilities.....	6
PART A: Research Grant Application	
Research Grant Application Submission Guidelines.....	10
Appendices	
• Cover Page.....	13
• Research Grant Application.....	14
• Biodata of the Principal Investigator / Co – Investigator	16
• Self- Declaration.....	18
PART B: Research Proposal	
Research proposal submission Guidelines.....	20
Appendices	
• Research Proposal Template.....	23
• Budgeting Guidelines.....	24
• Research Grant Budget Template.....	25
PART C: Research Grant Process	
Selection process for Research Grants.....	27
Post-Award Management.....	29
Research Project Deliverables.....	29
Payment Schedule.....	30
Terms of Reference.....	30
Appendices	
• Criteria for Review of Research Grant Application.....	33
• Criteria for Evaluation of Research Proposal.....	35
• Letter of Acceptance.....	38
• Format for submission of Inception Report.....	39
• Format for submission of Pilot Study Report.....	40
• Guidelines for submission of Draft Report/ Final report.....	41
• Utilization Certificate.....	43
• Extension of Research Project.....	44
• Format for Unspent Amount of the Research Grant.....	45

Tamil Nadu Nurses and Midwives Council
Research Grant - 2022

Introduction

Nursing research worldwide is devoted to rigorous scientific inquiry that provides a significant body of knowledge to advance nursing practice and services, shape health policies, and impact the health of people globally. The vision for research in nursing is driven by the professional mandate to the society to optimize the health and well-being of population.

Current trends anticipated in nursing research for the 21st century include: continued focus on evidence-based practice, emerging interest in translational research, greater emphasis on systematic reviews, expanded local research in healthcare setting, strengthened interdisciplinary collaboration, expanded dissemination of research findings and increased visibility of nursing research. An enabling research culture is important in building research capacity and ability to plan and conduct research in nursing. This research culture has the characteristic of research productivity, positive collegial relationships, inclusiveness, non-competitiveness, and effective research processes.

To uphold its professional status in the healthcare sector, nursing research is very crucial. Nurses need to build their research capacity that empowers to perform or strengthen the ability to undertake research projects. Hence, Tamil Nadu Nurses and Midwives Council is extending a symbiotic opportunity for young, experienced and practicing nurses to enhance the body of knowledge by awarding “**Research Grant**”

Vision

The council envisions to become the hub for innovative and collaborative research that transforms practice of nursing through scientific body of knowledge

Mission

To develop and implement research strategies that promotes nursing excellence in the delivery of healthcare and to address the national health problems

Objectives of Research Grants

The main objectives of TNNMC Research Grant are to;

- Encourage all qualified Nurses to contribute to the advancement of nursing through research
- Support meritorious nursing research
- Create opportunities for individual and collaborative research activities
- Enhance capacity building in nursing research
- Advance the science of nursing education, nursing practice and nursing administration
- Promote evidence-based nursing practice
- Ensure credibility of nursing profession
- Serve as a resource center for research utilization

Thematic Areas for Research Grants

Each year, through TNNMC Research Grants program, TNNMC provides funds to beginner and experienced nurse researchers to conduct nursing studies. Awards are given in under following thematic areas of nursing.

Public Health Nursing : The areas for public health include; gaps in healthcare services , capacity building of healthcare providers, needs of society, strengthening healthcare delivery system, outreach activities, societal issues, prevention and management of communicable and non-communicable disease, focusing on problems in vulnerable groups, immunization, nutritional services, maternal and child health services, adolescent health, school health, health promotion, family centered nursing approaches, emergencies and disaster management and family welfare programs.

Clinical Nursing Practice: Scope of nursing practice, alternative modalities of nursing care, quality control in nursing, advancement in nursing care, problems in nursing practice, values of nursing, nursing process, psychological aspects of care, competent nursing care, patient care delivery, infection control practices, patient teaching and rehabilitation program. The areas of research focusing on advancement in critical care nursing, emergency nursing, cardiothoracic nursing, gerontology nursing, perioperative nursing, nephrology nursing, urology nursing,

neurology nursing, orthopedic nursing, medical and surgical nursing, oncology nursing, pediatric nursing, psychiatric nursing and NICU, labour units and maternity wards.

Nursing Education; The areas include analyze the existing nursing educational programs, their problems, issues and future trends in nursing education, continuing nursing education programs, analyze the existing teacher preparation programs in nursing, skills in student guidance and counseling, competency in teaching, using various instructional strategies, instructional media and methods in teaching learning process, educational domains, use of OSCE, evaluation methods, administration of nursing curriculum and students learning process, clinical teaching, technology-based learning.

Nursing Administration: Focusing on trends and issues in nursing administration, management of nursing workforce, quality assurance, PERT, new methods of patient assignment, staff development, communication strategies, occupational health and safety, supervision techniques, patient satisfaction, peer evaluation, nursing informatics, modern leadership styles, group dynamics, patient rights, safety measures, leadership skills, nursing records, MIES, E-learning, and tele-nursing.

Research Grant

Tamil Nadu Nurses and Midwives Council (TNNMC) is pleased to announce a Call for Applications for TNNMC Research Grant from the nursing professionals. In each calendar year, **Ten (10)** research grant will be awarded to nurses in Tamil Nadu, Pondicherry and Andaman Nicobar Islands. The maximum funding for each grant is **INR 50,000 (Fifty Thousand)**. The total funding under “Research Grant” for every calendar year will be **INR: 5,00,000 (Five Lakhs)** for strengthening nursing research.

Allocation of funds is based on the quality of the proposed research, the future promise of the applicant, and the applicant's research budget. All grant awards from the Tamil Nadu Nurses and Midwives Council are payable only to the Principal Investigator. Funds for this grant do not cover expenses incurred prior to the funding date.

Grant Schedule

Call for Application	15th June 2022
Deadline for Submission of Application	27th July 2022
Application Review Status	17th August 2022
Evaluation of Research Proposal	1st September 2022
Research Grant Announcement	12th September 2022
Signing of Terms of Reference	22nd September 2022

Eligibility Criteria

The proposed nursing research should meet the following criteria:

1. The research proposal should focus on the thematic areas as specified
2. The research must be conducted within the state of Tamil Nadu, Pondicherry or Andaman and Nicobar Islands
3. The principal investigator should be registered with TNNMC and holding a valid license to practice in the state of Tamil Nadu, Pondicherry, Andaman & Nicobar Islands
4. The Principal Investigator who has received TNNMC Research Grant in the last three calendar year are not eligible to apply
5. The Principal Investigator who has not met the deadline for submitting deliverable reports or final reports of previous grant is ineligible for future funding.
6. The members of TNNMC Research Advisory Board may not apply for the research grant program as a Principal Investigator or Co- Investigator.
7. The Co-Investigator in a research project cannot apply as a Principal Investigator in the same financial year
8. Research proposal submitted after specified deadline will not be accepted

Roles and Responsibilities

Research Advisory Board

The Research Advisory Board (RAB) is the primary advising body to the Registrar, TNNMC under the portfolio of nursing research activities. It is chaired by the Registrar, the members of RAB to provide feedback, advice and recommendations to the Registrar, TNNMC including: development of research policy and procedures; strategic research planning; identify and make

recommendations on the most appropriate areas for research investment and processes for research administration. The RAB comprised of doctorally qualified and experienced nurse researchers. The tenure of a RAB member is for a period of three years only.

Roles and Responsibilities

- Establishing guidelines for the award of research grants
- Overseeing an independent research grant review process
- Overseeing the preparation and distribution of promotional information and applications for the award of research grants.
- Making decisions regarding the awarding of funds for research in consistent with TNNMC Research Grant's goals and objectives
- To review and recommend changes in research policy and procedures
- Monitoring and evaluation of research project

Research Review Committee

The Research Review Committee (RRC) is comprised of doctorally qualified and experienced nurse researchers. The major function of the Research Review Committee (RRC) is to provide timely, high quality review of research proposals submitted by the applicant and facilitate for research grants.

Roles and Responsibilities

- Reviews each research proposal in accordance with established guidelines
- Evaluates the scientific and technical merits of research proposals
- Provides a preliminary evaluation of potential risks and benefits of the project
- Provides written evaluation comments for all applications
- Submission of shortlisted applications / research proposals to RAB

Principal Investigator (PI)

A Principal Investigator is the primary individual responsible for the preparation, conduct, and administration of a research grant, Terms of Reference, in compliance with applicable laws, regulations and policy governing the conduct of sponsored research under TNNMC research grant. The person takes direct responsibility for completion of a funded project, directing the research and submits periodical reports to RAB, TNNMC.

Roles and Responsibilities

- Submission of research proposal for TNNMC Research Grant
- Signing Terms of Reference with TNNMC research Grant upon selection
- Prepares inception report
- Finalizes the research tools
- Conducts data collection
- Submit pilot study report, draft and final report of research study
- Ensures quality standards in conducting research project
- Submit expenditure bills along with the deliverables (Wherever applicable)
- Report promptly to Research Advisory Board

Co-Investigators (Co-I)

Co-Investigators (Co-Is) are a subset of Principal Investigator who have special responsibilities on research projects. Co-Is are obligated to ensure that the project is designed and conducted in compliance with approved proposal / deliverables and institutional policy governing the conduct of research project under TNNMC. The Co-I must be qualified by training and experience to conduct his or her responsibilities on the research project.

Roles and Responsibilities

- Be a part of research throughout the research grant
- Assist in preparation and finalization of research tool
- Participate in research data collection
- Participate in data analysis and preparation of research report
- Ensure quality standards in conducting research project

PART A

Research Grant Application

Research Grant Submission Guidelines

Interested research aspirants shall apply for TNNMC Research Grant by following the guidelines.

Research Grant application has two sections.

Part A: Research Grant Application: The research grant application should be submitted in hard copy with a covering letter.

Part B: Research Proposal: The research proposal should be submitted in hard copy (2 copies) and a soft copy in PDF format by mail (tnnmrg@gmail.com). The proposal should be submitted with a covering letter.

Address for submission:

The Registrar

Tamil Nadu Nurses and Midwives Council
Jayaprakash Narayanan Maligai, Old No.140, New No.56,
Santhome High Road (Near Santhome Church),
Mylapore, Chennai - 600 004. Tamil Nadu

PART A: Research Grant Application Submission Guidelines

The application should be submitted in hard copy only. Application must be in the specified format; such as page format, font style, content and required supporting documents. The application with required supporting documents will only be considered for review.

1. **Font size and style:** Use Times New Roman font style and a font size of 12 points, single spacing.
2. **Cover page:** The first page of the grant application should be formatted to include the following details (*Refer Annexure- 1: Cover page Template*).
 - **Title of the study**
 - **Details of Principal Investigator (PI) & Co- Investigator (s):** Name of the applicant, job title, department and name of the working institution
 - **Communication details of PI:** Address, contact number, email address and working institution details.

3. **Research Grant Application:** The research grant application should be filled and duly signed by the principal investigator (*Refer Annexure-2: Research Grant Application*)
4. **Bio-data:** The biodata of Principal Investigator and Co-Investigator(s) should not exceed 2 pages maximum. (*Refer Annexure-3: Format for Bio-data*)
5. **Letter of self-declaration:** (*Annexure- 4: Format for Self -Declaration*)

PART- A
Annexures

Annexure – 1
Cover Page

Title of the Study:

Principal Investigator (PI)	Name of the applicant
	Job title
	Department
	Name of the working institution
Co- Investigator-1	Name of the applicant
	Job title
	Department
	Name of the working institution
Co- Investigator-2	Name of the applicant
	Job title
	Department
	Name of the working institution
Communication Details	Address
	Contact number
	Email address
	Working institution details

Annexure – 2
Research Grant Application

A. Researcher Investigators' Details				
S. No	Particulars	Principal Investigator	Co- Investigator -1	Co- Investigator -2
1	Name			
2	Gender			
3	Qualification			
4	Specialty (If Applicable)			
5	RN / RNM			
6	RN / RNM Validity Period			
7	Years of Experience			
8	Designation / Position			
9	Organization / Institution			
10	Mobile Number			
11	Alternate contact Number			
12	Primary Email Id			
13	PAN Number (PI)		AADHAR Number (PI)	
14	Address			
B. Research Project Details				
16	Type of Application	New Application	Corrected Application	Re- Submission
17	Ethical Clearance	Status (Y/ N)	Exempted	

18	Date of Submission		Duration of the Study	
19	Estimated Budget in INR			
20	Received Research Grants	Yes	No	If yes, Attach Details
21	List of Enclosures	a. Biodata	b. Degree Certificate	c. RN / RNM Certificate
		d. PAN / AADHAR	e. IRB	f. Proposal
		Signature of the Principal Investigator		

Annexure – 3

Biodata of the Principal Investigator/ Co-Investigator

Name			
Date of Birth		Age in years	
Gender			
Designation			
Name of the Institution & Address			
Educational Qualification	Degree	Institution	Year of Passing
Professional Experience	Designation	Institution	Duration
Research Experience (Mention the Title of Study)			

Funded projects, if any	Title	Funding Agency	Status
Publications in indexed journals	Title of the study	Name of the Journal	Year of Publication
	Enclose as per the format		

Annexure – 4
Self- Declaration

- I. I / We have read the terms and conditions for TNNMC Research grant. All necessary compliance will be executed by the Principal investigator and Co - Investigators if the research grant is approved.
- II. We hereby declare that the application submitted for this research grant is not part of academic requirement of students or is not submitted to any other funding agency for grants.
- III. I / We agree to submit to implement research project when funding is received.
- IV. I / We agree to complete project within one year of funding.
- V. I / We agree to submit the report on research progress and expenditures as per agreed deliverables.
- VI. I / We agree to submit within one month from the date of termination of the project the final report and a list of articles, left on the closure of the project.
- VII. I / We agree to submit statement of accounts after the completion of the project.

Research Investigators	Name and Signature
Principal Investigator	
Co-investigator – 1	
Co-Investigator- 2	

PART -B
Research Proposal

PART B: Research Proposal Submission Guidelines

The application should be submitted in both hard and soft copy (**Two hard copy & soft copy in PDF format**). Applications must conform to all requirements such as format style and size, content, length limitations, and required supporting documents. Only applications which conform to specifications and required documents will be reviewed (*Refer Annexure-1: Research Proposal Template*).

1. **Font size and style:** Use Times New Roman font style and a font size of 12 points, single spacing.
2. **Proposal abstract (200 words maximum):** Beginning on the 2nd page, summarize the key elements of the proposal, focusing on the design, contributions, and impacts of the proposed project
3. **Research Proposal:** Beginning on the 3rd page and continuing for a maximum of six (6) pages, discuss the elements below:
 - 3.a **Introduction:** Include background of the study, need for the study, problem statement, objectives, hypotheses, definition of terms, significance and limitations of the study. The impact of the study should focus on measurable outcomes, healthcare transformation, impact on policy & practice, sustainability and scalability.
 - 3.b **Literature Review:** Provide a brief summary of recent research, theories, and other relevant information that will provide the foundation for the study and demonstrate how the proposed study will contribute to the profession.
 - 3.c **Research Methodology:** Include the research design, population, research setting, sample size, sampling techniques, sampling criteria, instrumentation and data collection procedure. State the anticipated start and completion, dates. Justification should address how the selected methods are appropriate in answering the research questions. It should also include the analysis plan.
 - 3.d **Project Activities with timeline:** The researcher should specify the duration/ timeline for each proposed activity for the implementation of the research
4. **Budget:** Provide a detailed budget that describes expected costs for executing the proposal. Cost estimates need to be as accurate as possible to cover the expenses proposed in the project. Budgets should be prepared for the entire proposed project. Propose the reasonable budget within the cost of grant funding. If expected costs exceed

the opportunities for TNNMC grant funding, explain how these costs will be paid, including other external funding/support that is available. A budget justification should be submitted in order to allow each budget item to be explained relative to the proposed research. The specifics of the TNNMC research Grant budgetary guidelines should be followed carefully. (*Refer Annexure-2:Guidelines for Preparation of Budget; Annexure-3: Budget Template*)

5. Bibliography/References (1-page maximum): List complete citations using APA style.

6. Appendices

- **Research Instruments (Tool):** Copies of all research tool should be provided. If the instrument is not in the public domain, you must include documentation of permission to use the instrument
- **Ethical clearance certificate (As applicable):** Institutional Review Board (IRB) approval will be accepted after funding has been approved. However, funds will not be distributed until this document is received by the TNNMC.
- **No Harm certificate:** To be submitted along with the proposal as applicable

PART – B
Annexures

Annexure – 1
Research Proposal Template

Contents	No of Pages
Proposal Abstract	1 Page
Research Proposal	3 pages
• Introduction	
• Literature Review	
• Research Methodology	
Budget	1 Page
Bibliography/References	1 page
Appendices	
• Research Instruments (Tool)	
• Ethical clearance certificate (If available)	
• No Harm certificate (If available)	

Annexure – 2

Budgeting Guidelines

Applicants are advised to clearly justify the requested budget paying particular attention to any research cost(s) which may be specific to this field of research and specially needed for their application.

Costs funded by TNNMC

- **Travel:** It is intended to cover the participation of principal investigator, directly involved in the project, major conferences/meetings related to the project objectives. Local travel costs (e.g., for sample collection, field visits, etc.) can also be covered for the implementation of the project.
- **Consumables:** Purchase of consumable items required for the intervention study are acceptable only in limited amounts and must not exceed 20% of the total grant awarded.
- **Incentives:** It covers incentives for study samples as participant support costs wherever applicable
- **Data analysis:** It covers both quantitative and qualitative data analysis.
- **Printing:** It includes printing of research tools, draft report and final report.
- **Publication:** Publication costs consist of the documenting, preparing, publishing, disseminating, page and reprint charges, publication fees and sharing of project findings and supporting documents.

Costs not funded by TNNMC

- Proposal preparation cost
- Research setting fees
- Purchase of equipment
- Salary support of Principal Investigator / Co-investigators
- Administration costs
- Communication charges (Network or call charges)
- Memberships / Donation / Gifts

Annexure – 3
Research Grant Budget Template

Research Title:

S. No	Items	Unit	Cost	Total Cost	Justification
1	Incentive for samples				
2	Training Related to Research Topic				
3	Creation / Innovation of Research Instrument				
4	Statistician				
5	Data Entry				
6	Travel Expenses				
7	Translation of Research Tool				
8	Printing of Research Tool				
9	Consumables				
10	Transcription of data				
11	Printing of Research Report				
12	Stationaries				
13	Contingencies				
	Total Cost				

PART - C
Research Grant Process

Selection Process for Research Grants

Applications are treated as privileged communication and are restricted to members of the TNNMC Research Advisory Board and Research Review Committee. Applications for research grant are reviewed and adjudicated by members of the Research Advisory Board (RAB), who are appointed by the Tamil Nadu Nurses and Midwives Council.

1. **Call for Application:** A public competitive solicitation will be issued inviting the nursing professionals to apply for research grant through TNNMC website. The solicitation will describe the goals of the grant and thematic areas, application instructions, requirements, time schedule, selection procedures, grant criteria, and other relevant information. All applicants are encouraged to thoroughly read through the solicitation document before filling in the application. Duly filled application should be submitted to The Registrar, TNNMC, 140, Jayaprakash Narayana Maligai, Sathome High Road, Mylapore, Chennai - 600004
2. **Application Screening / Review of Application:** The application screening will be done by the Research Review committee. All reviewers will independently review each research application according to established guidelines. Each application will be scored and a written report will be attached to it. The screened applications will be submitted to RAB within 15 working days of receiving. Incomplete proposals may be considered inadmissible. The criteria for screening application / Review of application are as follows. (*Refer Annexure-1:Criteria for Screening / Review Research Grant Application*)
 - Focus on thematic areas
 - Title of the study
 - Research Objectives
 - Background to support the need for the study
 - Review of relevant literature
 - Research Design
 - Sampling
 - Research Tool
 - Project activities with timeline
3. **Evaluation of Research Proposal:** The grant award recipient will be selected based on consideration of eligibility and merit of the research proposal. Previous research

experiences will be considered. Priority will be given to research work that advances nursing practice , education and administration. The Research Advisory Board (RAB), will organize a meeting with the short-listed applicants for a 10 minutes presentation of the research proposal to evaluate the proposals and select the proposal(s) for funding. The proposal would be studied in-depth and evaluated on the following parameters as per the weightages assigned:(*Refer Annexure-2: Evaluation Criteria for Research Proposal*)

S. No	Items	Weightage
1	Significance of the study	8%
2	Impact of the study	15%
3	Research methodology	21%
4	Research Tool	7%
5	Appropriateness & Feasibility of the study	9%
6	Data analysis plan	8%
7	Budget	8%
8	Degree of Innovation	9%
9	Research Team	6%
10	Presentation of research proposal	9 %
	Total	100%

- 4. Notification to Principal Investigator:** Within 15 days after its consideration of the research, the RAB will notify the Principal investigator regarding whether the research is approved, disapproved, approved contingent upon certain modifications, or approved subject to certain conditions. The approval will be withheld until the RAB receives written confirmation to its satisfaction that the modifications have been made or that the conditions will be satisfied. Also, any alterations to a previously approved research protocol must be approved by the RAB before they can be implemented by the investigator. Follow-up communication concerning modifications and conditions of approval can usually be accomplished through written correspondence between the investigator and TNNMC.

5. **Research Grant Declaration:** The final list of selected awardees will be published on the TNNMC website within 75 days from the date call for application. *(Refer Annexure-3: Letter of Acceptance)*
6. **Conflict of interest:** Conflict of interest rules are applied rigorously. Where a conflict of interest exists, the reviewer is requested to inform the TNNMC's Research Advisory Board immediately so that an alternative reviewer may be appointed. Reviewers are required to respect the confidentiality of the review process, which is designed to protect and preserve the integrity of the Research Advisory Board's advisers and processes. Reviewers may not discuss any aspect of the scoring or assessment with applicants or colleagues. All such requests must be referred to the Research Advisory Board.

Post Award Management

TNNMC Research Grant RAB will closely work with the awardee to achieve objectives of Research Grant. The RAB will closely monitor the progress of each awarded project. They will also serve as advisors to support the awardee with the range of services required to complete the research project successfully. If the Grant-holders is not able to complete the research study within the time frame, may request to have the period of the award extended by writing to the Registrar, TNNMC not later than one month prior to the end date of the award. *(Refer Annexure-8: Extension of Research Project).*

Research Project Deliverables

Inception report: The inception report will cover the finalized methodology, research tools, timeline and list of samples to be covered along with the list of studies to be referred. The inception report shall also inform about the quality control mechanisms.

Pilot study report: The pilot study report include the findings of pilot study, reliability of the study, feasibility of the study, and changes made in the research tool and the pilot report should be presented to RAB as specified in the deliverables.

Draft report: The analyzed data will be presented in the report format. Compiled well drafted report should include introduction, review of literature, methodology, data analysis, discussion, recommendations, conclusion, bibliography and appendices.

Final report: The final report include front cover page, acknowledgements, abstract, list of tables, list of figures, introduction, review of literature, methodology, data analysis, discussion, recommendations, conclusion, bibliography and appendices. Three copies of final report should be submitted to TNNMC within **one month** of submission of draft report.

Presentation: The research project findings has to be presented to the RAB members.

(Refer Annexure-4, 5&6: Format for Submission of Inception Report, Pilot Report Draft / Final Report)

Payment Schedule

In case of a grant being awarded, a written operational agreement is made between TNNMC and the Principal Investigator. The grant is paid in to the bank account of the principal investigator (Primary grant recipient) transferred upon signature of the agreement by both parties. Release of funds is subject to the satisfactory approval of deliverables submitted in a timely manner, according to the deadline and format specified in the agreement. Please note that no part of the grant can be transferred to any other person or organization under any form of subcontracting or out-sourcing arrangement. The payments will be made on the following basis only:

Deliverables	Payment
Signing of Agreement	15%
Inception Report	25%
Pilot study report	10%
Completion of data collection	20%
Draft report	20%
Final report& presentation	10%

Note: The principal investigator should submit the utilization certificate along with supporting bills at the end of the research project. If any funds are unspent it should be returned to the TNNMC with clear justification.*(Refer Annexure-7&9: Format for Submission of Utilization certificate and Unspent Amount of Research Grant)*

Terms of Reference

- The grant applicant must sign TNNMC's Terms of Reference (ToR) that lists expectations for the project.
- Research grants must be used for the project and purposes described in the application. Grant-holders wanting to transfer funds from one budget category to another in response

to changing research needs or to use funds for a new budget item must secure the prior written approval of the Office of TNNMC.

- The award recipient is responsible for the use of the funds and for any over-expenditure of research accounts.
- Expenditures must comply with TNNMC regulations concerning the use of special project funds and must be made in accordance with standard TNNMC financial procedures.
- Grants involving the purchase of equipment are made on the understanding that any costs associated with the installation, operation, and maintenance of any equipment purchased will be the responsibility of the researcher and his/her department.
- TNNMC awards normally terminate on the date specified in the award notification letter and any unspent funds are automatically returned to the TNNMC. Grant-holders may request to have the period of the award extended by writing to the appropriate contact person in the Office of TNNMC not later than one month prior to the end date of the award. Such requests must include a justification for the extension.
- Within 45 days of the completion or termination of the grant, a final report must be submitted to the Office of TNNMC. This report should not exceed one page and should describe: what was accomplished, including a summary of the major research findings; the plans for research dissemination, including an indication of any publications/paper presentations resulting from the grant or in press/in preparation; research personnel trained.
- If an award recipient receives an award for the same work from an external agency as a result of a concurrent or previous application, the TNNMC award of balance remaining will be recalled.
- If an award recipient loses his/her eligibility to hold internal grant funding during the term of award, all unused funds must be returned to the program's funding pool.
- The TNNMC Publishing Rights Agreement must be observed.
- The grant awardee cannot apply for research grants in TNNMC for three years of period as a principal investigator

PART – C
Annexures

Annexure – 1

Criteria for Review of Research Grant Application

Criteria	Satisfactory	Partly Satisfactory	Unsatisfactory
	2	1	0
Focus on thematic areas	The study completely focuses on the thematic area	The study partly focus on thematic area (Requires modification)	The study does not focus on the thematic areas
Title of the study	The title of the study is clearly stated	The title of the study needs slight modification	The title is unsuitable for the study
Research objectives	The objectives framed out are very relevant	The objectives framed out are partially relevant to the study	The objectives framed out are not relevant to the study
Background to support the need for the study	Clearly identifies need for the study	Limited background to support need for the study	The need for the study is not clear & inadequate
Review of literature	Literature cited is very relevant and timely	Only part of Literature cited is relevant and timely	Literature review lacks relevance and is outdated
Research Design	Design is appropriate for the study	Design needs slight revision	Design is not appropriate for the study
Sampling	Sampling size and sampling technique is very clear and feasible	Sampling size and sampling technique is fairly considered	Sampling size and sampling technique is not clear and not feasible
Score			

For Reviewer's use only

Final Score	/ 14 (Requires at least 10 out of 14 to proceed to next level)
Reviewer's Comments	
Application status	<ol style="list-style-type: none">1. Short listed2. Recommend with corrections3. Rejected
Full Name	
Signature with date	

Annexure – 2

Criteria for Evaluation of Research Proposal

Evaluation Criteria	Weightage	Score
A. Significance of the study		
Focus on health needs	2	
Addresses gaps/challenges in nursing thematic areas	2	
Emphasize trends in healthcare/ nursing	2	
B. Impact of the study		
Measurable outcomes	3	
Healthcare transformation	2	
Impacts the realms of policy and practice	2	
Sustainability	2	
Scalability	2	
C. Research Objectives & Methodology		
Research objectives	3	
Research hypothesis/ assumptions	3	
Research design	2	
Research setting	2	
Sampling (size, technique, criteria)	3	
Data collection method & Plan	3	
D. Research Tool		
Relevancy of the research tool	3	
Applicability	2	
E. Appropriateness & Feasibility of the study		
Timeline of the study	2	

Resources	2	
Strengths and limitations of the study	3	
F. Data analysis plan		
Data analysis plan based on objectives	3	
Relevant statistical methods	3	
G. Budget		
Budget proposed on all research activities	3	
Justification of expenses	3	
H. Degree of Innovation		
Demonstrates / facilitate clinical effectiveness	2	
Build nursing capability	2	
Redesign nursing practice	2	
I. Research Team		
Strength of the research team	3	
Experience of the research team	2	
J. Presentation of proposal		
In-depth Knowledge on the study	3	
Ability to justify the study	2	
Acceptance for suggestion	2	
Total Score	75	

For Evaluator's use only

Final Score	<i>175</i>
RAB Comments	
Application status	1. Discuss weaknesses 2. Corrections and / or Re-Presentation 3. Resubmission of Proposal 4. Waitlisted 5. Approved
Evaluator's Full Name	
Signature with date	

Annexure – 3
Letter of Acceptance

To,
The Registrar
Tamilnadu Nurses and Midwives Council
140, Jayaprakash Narayanan Maligai,
Santhome High Road, Mylapore
Chennai - 600004.

Subject: Acceptance for the Research entitled “.....
.....”

Research Grant ID:

Dear Sir / Madam,

It’s my pleasure to accept the Research Grant Award towards the Research Entitled
“.....
.....”

having TNNMC Research Grant ID/Proposal
ID.....

I hereby provide the following undertaking:

1. I accept to implement the project within its sanctioned budget.
2. I agree to expend the grant only under the specified heads.
3. I agree to submit the reports as per agreed timelines.
4. I also, undertake the responsibility to complete the project as per agreed deliverables.
5. I assure to complete the project on time.
6. I assure that, if any changes are made after approval of research, it shall be brought to the notice of TNNMC for further approval.
7. I am aware that the expenses of research project shall be subjected to statutory auditing.
8. I agree to submit the statement of account and utilization certificate in the prescribed format.
9. I agree to submit the entire raw data/original data records in electronic format along with final report.
10. I agree to acknowledge the TNNMC in all publications related with the study.

Thanking you

Yours sincerely

(Name of PI)

Annexure – 4

Format for submission of Inception Report

Name of the Principal Investigator	
Name of the Co-Investigator	
Research Grant ID	
Project Duration	
Title of the Project	
Research objectives	
Ethical Consideration	
Research Implementation Plan	
Changes in Project Team	
Potential Consideration	
	Signature of Principal Investigator
Remarks	
	Signature of RAB
	Signature of Registrar

Annexure – 5

Format for submission of Pilot Study Report

Name of the Principal Investigator	
Name of the Co-Investigator	
Title of the Project	
Research Grant ID	
Project Duration	
Research objectives	
Research Methodology	
Pilot study Findings	
Reliability of the Tool	
Recommended changes in the Study / Tool	
	Signature of the Principal Investigator
Remarks	
	Signature of RAB
	Signature of Registrar

Annexure – 6

Guidelines for submission of Draft Report/ Final report

S.No	Particulars	No. of Pages
1	Cover page	
2	Acknowledgement	
3	Table of contents	
4	List of Tables	
5	List of Figures	
6	Abbreviations	
7	Introduction	3- 4 Pages
	Background of the study	
	Need for the study	
	State of the Problem	
	Research objectives	
	Research Hypothesis/ Assumptions	
	Operational definitions	
8	Review of literature	3 - 4 Pages
9	Research methodology	2 - 3 Pages
	Research design	
	Research setting	
	Target Population	
	Sample size	
	Sampling technique	
	Sampling criteria	

	Limitations	
	Research Tools	
	Data collection method	
10	Data Analysis & findings (Either table or figure)	5 - 6 Pages
11	Discussion	3 -4 Pages
12	Recommendations / Implications	1- 2 page
13	Conclusion	1- 2 page
14	Bibliography: (2 pages)	2 Pages
15	Appendices	
	Minimum No. of Pages: 20 Maximum No. of Pages:27	

Annexure – 7
Utilization Certificate

Name of the Principal Investigator:	
Research Grant ID:	
Title of the study:	

Certified that out of INR.....of Research Grants sanctioned during the year.....in favour ofunder, TNNMC Letter No..... and INR..... utilized for the purpose of for which it was sanctioned.

Signature of the Principal Investigator

Annexure – 8
Extension of Research Project

Name	
Title of the Study	
Research Grant ID	
Approved Project Duration	
From	
To	
Current status of the project	
Reason for Extension	
Grant Amount	
Unspent Amount	
Proposed Timeline	
Recommendation by Mentor	
	Signature of Principal Investigator
	Signature of Co- Investigator
Date of Approval	
Approved Timeline by RAB	

Annexure – 9

Format for Unspent Amount of the Research Grant

Research Title:							
Research Grant ID :							
S. No	Item	Unit	Cost	Total Cost	Expenses	Unspent Amount	Justification
1	Incentive for samples						
2	Research workshop						
3	Statistician						
4	Data Entry						
5	Travel Expenses						
6	Translation of Research Tool						
7	Printing of Research Tool						
8	Consumables						
9	Transcription of data						
10	Printing of Research Report						
11	Stationaries						
12	Contingencies						
	Total Cost						

Signature of the Principal Investigator