

## **The Dr. Rasheeda Monroe Health Equity Research or Quality Improvement Grant**

This document provides specific directions for submitting the **\$1000 NC NAPNAP Dr. Rasheeda Monroe Health Equity Research or Quality Improvement Grant**. The document includes an overview of the proposal requirements followed by specific directions for each required item. Application packets are due via email by **November 30<sup>th</sup> at 11:59 pm** and should be sent to Dr. April Braswell at [braswella@uncw.edu](mailto:braswella@uncw.edu) for review. Applicants will be notified by December 30<sup>th</sup> of their application status.

### **Background on Rasheeda Monroe, MD**

Dr. Rasheeda Monroe is the Medical Director of Primary Care Pediatrics at WakeMed in Raleigh, North Carolina. In the time of a global pandemic and as an advocate for health and wellness, Dr. Monroe recognized that the limited supply of COVID 19 vaccines were not being distributed to the very people who were most impacted- communities and persons of color. It is for this reason that she pioneered the COVID vaccine rollout in her community beginning January 2021. Dr. Monroe sought to change this disparity by focusing on: (1) equity, (2) direct outreach to Black and brown communities, (3) using trusted messengers, and (4) by making access simple (removing transportation and internet/computers in the registration process). A network of African American physician women at WakeMed, known as "The Sister Circle," partnered with community organizations, the Wake County Health Department, and faith leaders in this effort. Since January 2021, Dr. Monroe and the Sister Circle have worked with over 300 volunteers to deliver approximately 14,000 doses of COVID 19 vaccines through strike team events in Southeast Raleigh and Garner. The efforts of these fearless and change-agent physicians, alongside many other healthcare providers and volunteers in the state, proved successful in helping to increase the proportion of Black and Hispanic people in NC receiving the COVID 19 vaccine.

### **Overview of the grant purpose and eligibility**

The Dr. Rasheeda Monroe Health Equity Grant will be awarded to one stellar applicant who demonstrates plans to implement exemplary research or quality improvement methods aimed at improving health equity among infants, children, and/or adolescents. Applicant(s) must be:

- A licensed registered nurse (active) in the state of NC without restriction or encumbrance.
- An advanced practice registered nurse (NP, CRNA, Clinical Nurse Specialist, Certified Nurse Midwife) with approval to practice or APRN student enrolled in a credentialed institution.
- A NAPNAP member at the time of funding distribution (i.e. applicants may apply without membership but if they are selected for the award they must become members of NAPNAP via payment of membership dues and show proof of membership prior to receiving the award).
- Willing to present findings via poster or podium presentation at the NC NAPNAP Fall or Spring symposium (depending on which is implemented) within one year following completion of the study or QI project.
- Willing to and agree to have their name and credentials along with the name of the project and a summary of the project publicized in pertinent local, state, regional/national media.

- Willing to and agree to be present (virtually or physically depending on the symposium delivery availability) for the NC NAPNAP Fall symposium where award will be announced publicly.
- Able to complete all spending related to research or quality improvement procedures within one year of receiving the funding.
- Willing to create and submit a summary report (not to exceed 3-pages double spaced in 12 font) of the study or quality improvement results to NC NAPNAP within one year of the study or quality improvement project completion.
- Willing to give written/announced credit to NC NAPNAP for the funding should the work be presented or published anywhere locally, regionally, nationally, or internationally.

## Overview of Required Materials

The grant proposal must be submitted as one combined PDF file. **All proposal-related documents**, including support letters and budgets, must be converted into PDF and combined into ONE file please.

## Proposal Formatting

- The proposal narrative must be in the form of a “Comprehensive Review File” and must not exceed 5 pages of narrative writing.
- Documents may be double or single-spaced
- The narrative font may be Garamond, Times New Roman, Arial, Calibri, or Georgia and no smaller than 12-point please.
- References and citations may be presented using APA or AMA format.
- All documents must be uploaded in ONE file in PDF format.

## All Documents Required in the Comprehensive Review File

The comprehensive review file includes all of the following listed below. An asterisk\* next to the document indicates it is NOT included in the 5-page narrative limit. The order of the materials included in the review should be as follows:

- Biographical Page \* (found as the last page of this document)
- Abstract \*
- Proposal Narrative (5-page maximum, double-spaced, no minimum page requirement)
- Budget \*
- References cited \*
- Support letter \*
- IRB approval or Statement of Intention to receive IRB approval prior to funding being dispersed \*
- Instruments/Tools (only if applicable) \*
- CV or Resume of PI (lead applicant)

## Description of the Comprehensive Review Files in order of their occurrence

**Biographical page:** See last page of this document

**Abstract:** The abstract page is limited to 200 words. **\*\*Help:** Below is an example of what the abstract may include but the applicant may organize the abstract with any headers appropriate to their project:

- **Background** of the problem being investigated or improved
- **Purpose** or aims of the study or project
- **Methods** of the proposed study or project
- **Implications** for advanced practice related to the proposed study or project

**Proposal Narrative (5-page limit, double-spaced):** There is no minimum word count for the narrative. However, quality is dependent on information provided. Please use 12-point font and separate the narrative into the following headers listed below. **“\*\*Help”** is indicated below to describe in more detail what the applicant may wish to include in their narrative.

- **Title of the paper: \*\*Help-** Here the applicant may want to title their work based on the aims or significance or focus of the work.
- **Background and Significance to Nursing: \*\*Help-** Here is where the applicant can discuss “What is the problem?” What is the background and introductory information and why is it significant enough to investigate?
- **Literature Review: \*\*Help-** Here is where the applicant can discuss the review of relevant literature related to area to be investigated
- **Methods: \*\*Help-** below are some examples of what the applicant may want to include in the methods section, depending on the specific procedures of the project. What applicant chooses to include in the methods section is dependent upon what the aims of the project are.
  - Purpose or aims of the research/quality improvement
  - Study design or quality improvement approach
  - Discussion of theoretical or philosophical basis for the research or quality improvement
  - Sample, sampling method, setting of the research/quality improvement, recruitment and retention. Diversity of sample or lack thereof due to aims should be justified.
  - Instrumentation (what valid/reliable instruments or demographic tools will be used?)
  - Procedures of the research/quality improvement including QI intervention procedures or research procedures and data collection/data analysis.
  - Ethical considerations (informed consent, IRB approval/exemption, human subject’s safety/protection if applicable)
  - Maintenance of rigor (validity of the study or project) when applicable
- **Implications: \*\*Help-** Here is where the applicant can state what effects this work will have on advanced practice nursing, child health, health policy, organizational and/or institutional policy, etc.



**Budget:** The budget page should be titled “*Proposed Budget*” and is limited to two-pages in any format the applicant wishes. The budget should include a table or list of all items that will be purchased with the \$1000 grant funds.

- Items **NOT** permitted to be covered by grant funds include:
  - PI or applicant salary supplement or stipend for work
  - Food, drink, or dining costs of any kind
  - Durable equipment (e.g. computers or tablets or simulators)
  - Office or space rental, utilities, maintenance, taxes, or other similar costs.
  - Travel to conferences or presentations/seminars/training/education
- Items which **ARE** permitted to be covered by grant funds include:
  - Travel to data collection sites at 0.56 cents per/mi with travel plan- addresses included.
  - Printing or creation of required documents for research or quality improvement.
  - Gift cards for research participants not to exceed \$15 each
  - Software programs used for data analysis
  - Costs to pay research/QI assistants (with description of designated hourly rate or stipend along with the responsibilities described and their affiliation with the study/study site).
  - Training needed to conduct research or quality improvement procedures.
  - Other research or QI costs will be considered if the applicant can make a reasonable argument that they are most cost-effective and productive for the project.

**References cited: \*\*Help-** The reference page should include all references cited in the most recent edition of APA or AMA format.

**Support letter: \*\*Help-** Each applicant should include a one-page support letter for the study or project proposed. Examples of those who could write support letters include:

- The site manager where research or quality improvement procedures will take place.
- The administrator or supervising physician at a practice site where research or quality improvement procedures will take place.
- A community partner liaison who will coordinate and collaborate with the applicant on the research or quality improvement.
- Any other pertinent person/persons/group that may provide support necessary to carry out research or quality improvement procedures.

**IRB approval: \*\*Help-** please include a copy of the study/QI project IRB approval or IRB exemption letter or a statement of intention to receive IRB approval or exemption and submit this to NC NAPNAP prior to funding being dispersed. IRB approval/exemption is needed at time of funds release.

**Instruments/Tools (if applicable):** If your proposed research or quality improvement project involves instruments to measure a social construct (e.g., anxiety in parents, pain in children, depression in adolescents, or self-efficacy in providers) or a tool to assess demographics, please attach this as an appendix in the Instruments/Tools section for the reviewers to see.

**CV or Resume of PI (lead applicant):** Include a CV/resume for the lead applicant; limited to 5 pages.



For extra details on grant applications for the NCNAPNAP 2022 cycle [please watch this YouTube video!](#)

**END OF GUIDELINES! Thank you and Good Luck!**

For any questions about this application process please contact Dr. April Braswell, NC NAPNAP  
Grant Writer at: [braswella@uncw.edu](mailto:braswella@uncw.edu)



### Biographical Page

Lead Applicant (Principal Investigator- PI) Name: \_\_\_\_\_

Title and Credentials \_\_\_\_\_

Any Co-applicants or Co-Investigator- Co-I) Names: \_\_\_\_\_

Title and Credentials \_\_\_\_\_

North Carolina RN License Number of PI \_\_\_\_\_

Number of years as an RN \_\_\_\_\_ Number of years as an APRN \_\_\_\_\_

APRN Approval to Practice Number (if NA because you are a student write N/A) \_\_\_\_\_

If you are a student, please indicate your academic institution enrolled \_\_\_\_\_

Please indicate your place of employment \_\_\_\_\_

Please indicate your academic institution affiliation (if N/A please write N/A) \_\_\_\_\_