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Sigma Theta Tau International - Tau Chapter
Georgetown University, Berkley School of Nursing

Description of Funding Opportunities

Sigma Mission and Vision: The *mission* of the Honor Society of Nursing, Sigma Theta Tau International is to support the learning, knowledge, and professional development of nurses committed to making a difference in health worldwide.

The *vision* of Sigma Theta Tau International is to create a global community of nurses who lead in using knowledge, scholarship, service and learning to improve the health of the world's people.

Note: "Active Tau Chapter member" refers to an active (dues paying) member of Georgetown University's Tau Chapter of Sigma Theta Tau who is listed on the chapter's website during the award review period: Tau Chapter Members

General Eligibility:

- **Research and Scholarship Grants** (details on page 4-5) -Target recipients are full-time students in a degree program at the Berkley School of Nursing (BSON) (undergraduate or graduate) OR are active Tau chapter members whose projects meet the mission/vision of STTI. A maximum of six (6) research/scholarship grants are awarded per academic year.
- **Service Grants** (details on page 6-7) -Target recipients are active Tau chapter members whose service projects meet the mission/vision of STTI. A maximum of two (2) service grants are awarded per academic year.
- **Travel Grants** (details on page 8) - Target recipients are full-time students in a degree program at the BSON (undergraduate or graduate) OR are active Tau chapter members who request travel support to a conference or educational offering (which may include conference registration) that supports the mission/vision of STTI. A maximum of six (6) travel grants are awarded per academic year.

Funding Cycles:

(1) There are 2 funding cycles per year, fall and spring.

(2) Fall cycle opens September 1 and closes November 1. Applicants will be notified of decisions by December 10.
(3) Spring cycle opens March 1 and closes May 1. Applicants will be notified of decisions by June 10.
(4) Applicants may apply either pre-event (research, travel, or service) or post-event for reimbursement depending upon the timing of the event in relation to the funding cycles.
(5) Submissions received after the closing date of a cycle will not be considered.

General Guidelines:

(1) A person/project may receive one (1) grant per academic year (i.e., research OR travel OR service).
(2) An academic year is defined as Fall, Spring, and Summer semesters (i.e., September 1 through August 31).
(3) Funding is denoted by the date funds are disbursed and NOT by the date of travel, service, or research study conclusion.
(4) Grants will be awarded based upon availability of chapter funds.
(5) The Tau chapter has the prerogative to adjust the number of grants per cycle based upon the applicant pool. For example, 3 travel grants awarded in the fall and 3 in the spring. If 2 travel grants are awarded during the fall cycle then 4 may be awarded during the spring cycle.
(6) Applications will be judged on the quality and completeness of the submission.

Submission:

(1) Completed applications should be submitted to both the Tau chapter President, Dr. Leslie Arceneaux, leslie.arceneaux@georgetown.edu **and** the Tau chapter Treasurer, Dr. Krista White, krista.white@georgetown.edu
(2) Submit the application as a Word document and **NOT** as a pdf file.

APPLICATION FORM AND DETAILS ON FOLLOWING PAGES

Sigma Theta Tau International - Tau Chapter
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Grant Application Cover Sheet

Date Submitted: _____

Select category [check the grant that applies to you]**:**
___ Research and Scholarship
___ Service
___ Travel

Name: **Sigma Member # (if applicable)**: **Student, Program, Anticipated Graduation**:	**Mailing Address**: **Email Address**: **Mobile Phone**:
Check the appropriate status: ____ I confirm that I am a full-time Georgetown Berkley SON student ____ I confirm that I am an 'active' Tau chapter member	
Project Title:	
Brief Description of Request:	
Project Start Date:	**Project Completion Date**:
Total Cost of Project:	
Amount Requested (see guidelines):	
Advisor (required for students):	
Amount Granted: *(To be completed by Tau President/Treasurer)*	$____. Check # _____ or Zelle _____ Approved by: _____ Date _____
All work on the funded project must be completed within one (1) year of funding. **A report of the work at its conclusion is required.**	
Applicant Signature:	**Date**:

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Research and Scholarship Grant
Maximum of six (6) grants awarded per academic year

Target recipients of Tau Chapter Grants for Research and Scholarship are full-time BSON students in a degree program (undergraduate or graduate) or active Tau chapter members engaged in research or scholarship activities.

Due to tax restrictions, grants are limited to the range **$50-$599** per project. *The Tau Chapter research/scholarship grant is not intended to be the sole support for any project.* Budgets should reflect the total cost of the project and funding expected from other sources should be shown. **Each recipient/project is limited to one grant per academic year (fall/spring/summer).**

Apply by submitting the following:

- The Application **cover sheet.**
- A **project proposal***, limited to two pages. Students should be the author of their proposal, not the faculty member.
- A one-page **personal statement** describing prior work which prepares the member or student for the proposed project and the importance of the proposed activity to the student's intellectual or professional development.
- A one-page **budget** for the project is also required. The budget should include an itemized list of all costs of the project and all the sources of funding which may be available, including self-funding as well as the amount requested from this grant. Include only those items which must be purchased expressly for this project.
- Students submissions must include a **letter of support** from their faculty mentor.

***Project Proposal Guidelines (maximum 2 page)**

Goal/Aims: The research proposal must begin with a clear research question or project goal that you expect to address through your project.

Introduction: This section of the proposal is crucial in defining the project and explaining the importance of the work. There should be a clear discussion of why it should be investigated. Include a brief literature review. If this is a new area, explain why it is important.

Objectives: Be specific in the objectives you plan to achieve as a result of the total proposed project (not just what you are requesting funding for).

Procedures: Clearly state techniques and methods, (sampling, data collection, data analysis, and data evaluation), and the time schedule for the project. IRB approval or pending statement of application must be included.

Planned dissemination: Clearly state how your project results will be shared.

After your project, recipients must submit the following:

- All work on the project must be completed within one (1) year of funding.
- A summary report. This report must consist of a 250-word abstract, a two (2) page report on the project activities and results. Particular attention should be paid to answering the research question posed in the original proposal or explaining why it could not be answered.
- Reports should be submitted no later than one (1) month after the completion of the project. Email to the Tau Chapter President, Dr. Leslie Arceneaux and Tau Chapter Treasurer, Dr. Krista White and should be copied to the project mentor/advisor.
- You may be invited to present your project at a future Tau Chapter meeting or event.

Final disclaimers:

- Acknowledgment of the award must be made by the recipient during any presentation or publication of work supported by this grant.
- Reports missing for the prior year's projects will disqualify applicants from consideration for additional grants and may result in the student's account being charged the full amount of the grant.

Please address questions about the Tau Grants to the Tau Chapter President, Dr. Leslie Arceneaux by email: leslie.arceneaux@georgetown.edu

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Service Grant
Maximum of two (2) grants awarded per academic year

As Sigma members and nurse leaders, we are committed to advancing health equity and improving outcomes for vulnerable populations across the lifespan. Sigma, a non-governmental organization (NGO) with special consultative status to the United Nations Economic and Social Council (ECOSOC), supports the United Nations Sustainable Development Goals (SDGs), particularly those focused on health, education, gender equity, and reducing inequalities.

Service grant target recipients are active Tau chapter members whose service projects meet the mission/vision of STTI.

Due to tax restrictions, grants are limited to the range **$50-$599** per project. *The Tau Chapter service grant is not intended to be the sole support for any project.* Budgets should reflect the total cost of the project and funding expected from other sources should be shown. **Each recipient/project is limited to one grant per academic year (fall/spring/summer).**

Suggested service projects that meet the mission include those contributing to the Sustainable Development Goals (SDGs) and those that meet the needs of vulnerable or marginalized populations.

Apply by submitting the following:

- The Application **cover sheet.**
- A **project proposal**, limited to two pages. The proposal should contain; (a) an elaboration of the project; (b) a discussion of its importance; and (c) details about which UN SDG(s) the service project addresses.
- A one-page **budget** for the project. The budget should include an itemized list of all costs of the project and all the sources of funding which may be available, including self-funding as well as the amount requested from this grant. Include only those items which must be purchased expressly for this project.

After your project, recipients must submit the following:

- All work on the project must be completed within one (1) year of funding.
- A summary report. The report should include: (a) your reflections related to the project; and (b) a summary of how the work supported the achievement of the SDG(s).

- Reports should be submitted no later than one (1) month after the completion date of your award by email to the Tau Chapter President, Dr. Leslie Arceneaux and the Tau Chapter Treasurer, Dr. Krista White.

- You may be invited to present your project at a future Tau Chapter meeting or event.

Please address questions about the Tau Grants to the Tau Chapter President, Dr. Leslie Arceneaux by email: leslie.arceneaux@georgetown.edu and the Tau chapter Treasurer, Dr. Krista White, krista.white@georgetown.edu

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Travel Grant
Maximum of six (6) grants awarded per academic year

Travel Grant target recipients are full-time BSON students or active Tau chapter members who request registration or travel support to a Sigma or non-Sigma-related conference or educational offering that supports the mission/vision of STTI.

Due to tax restrictions, grants are limited to the range **$50-$599** per project. *The Tau Chapter travel grant is not intended to be the sole support for any conference.* **Each recipient is limited to one grant per academic year (fall/spring/summer).**

Apply by submitting the following:

- The Application **cover sheet.**

- A **project proposal**, limited to two pages. The proposal should include; (a) a discussion of the conference/event's importance to your practice and (b) written personal objectives for attending the conference/educational offering. Presenters should include information about their presentation.

- A one-page **budget** for the project is also required. The budget should include an estimate of the total cost of the travel and conference.

- Presenters must include a copy of the acceptance email or letter. Attendees may be required to submit confirmation of conference registration.

Priority given to applications:

- Sigma events over non-Sigma events.
- Presenter over non-presenter.
- Podium presenter over poster presenter.
- National/international conference over local/regional conference.

After your project, please submit the following:

- A summary of the conference including your reflection related to your personal goals no later than one (1) month after the completion date of the event.

- Email the summary to the Tau Chapter President, Dr. Leslie Arceneaux and the Tau Chapter Treasurer, Dr. Krista White. See email addresses on page 1 of this document.

Please address questions about the Tau Grants to the Tau Chapter President, Dr. Leslie Arceneaux by email: leslie.arceneaux@georgetown.edu and the Tau Chapter Treasurer Dr. Krista White