



# Clinical Nurse Leader (CNL®) Innovative Project Award Application



The Commission on Nurse Certification (CNC) is now accepting applications for the CNL Innovative Project Award open to current CNLs, faculty and practice partners. Three one-time awards of up to \$5,000 will be provided. Applicants will be notified by February 28<sup>th</sup> and the award will be distributed by March 31<sup>st</sup>. Funding is for 12 months.

**Submission Deadline: October 31st at 11:59 PM ET.**  
*(Late submissions will not be considered)*

## APPLICANT INFORMATION

Name: \_\_\_\_\_

Credentials: \_\_\_\_\_

Title: \_\_\_\_\_

Institution/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

## PROJECT INFORMATION

Project Title: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Project End Date: \_\_\_\_\_

Institutional Review Board/Ethics Committee Approval Pending\*:  Yes  No

Institutional Review Board/Ethics Committee Approval Attached:  Yes  No

**\*PLEASE NOTE:** If your Institutional Review Board/Ethics Committee (IRB/EC) approval is pending, you are still encouraged to apply. If awarded funding, the Institutional Review Board/Ethics Committee approval letter must be submitted to CNC by March 31<sup>st</sup> before funds are dispersed. If you are awarded funding and we do not receive your IRB/EC approval by March 31<sup>st</sup> the offer for funding will be withdrawn.

Institutional Review Board/Ethics Committee Approval Number and Agency: \_\_\_\_\_

Key Personnel (primary investigator, co-investigators, faculty, peers, consultants, etc.):

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**ALIGNMENT WITH CNL SKILL SET**

Please summarize the importance/significance of this project to the CNC’s strategic goals and objectives <https://www.aacnursing.org/CNL-Certification/Commission-on-Nurse-Certification> (100 words or less):

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Please select the areas that apply to this funding proposal based on the CNL Exam Content Outline (Exam Blueprint):

Domain I - Nursing Leadership			
<input type="checkbox"/>	Horizontal Leadership	<input type="checkbox"/>	Lateral Integration of Care Services
<input type="checkbox"/>	Healthcare Advocacy	<input type="checkbox"/>	Patient Assessment
<input type="checkbox"/>	Implementation of CNL Role	<input type="checkbox"/>	Ethics

Domain II - Clinical Outcomes Management	
<input type="checkbox"/>	Illness/Disease Management
<input type="checkbox"/>	Health Promotion & Disease Prevention & Injury Reduction/Prevention
<input type="checkbox"/>	Healthcare Policy

Domain III - Care Environment Management			
<input type="checkbox"/>	Knowledge Management	<input type="checkbox"/>	Quality Improvement & Safety
<input type="checkbox"/>	Healthcare Systems/Organizations	<input type="checkbox"/>	Evidence-Based Practice
<input type="checkbox"/>	Interprofessional Communication & Collaboration	<input type="checkbox"/>	Healthcare Finance & Economics
<input type="checkbox"/>	Team Coordination	<input type="checkbox"/>	Healthcare Informatics

# PROPOSAL NARRATIVE

## Documents to be submitted:

1. Applicant's Curriculum Vitae or Resume
2. Institutional Review Board/Ethics Committee Approval
3. Proposal Narrative (5000 words or less, approximately 10 pages, 12-point Times New Roman)
4. Letters of Support

## Body of Proposal Narrative:

- a. **Purpose of the Project/Study:** State concisely what has led to the problem or created the problem.
- b. **Background:** State concisely the origins and magnitudes of the problem, gaps that the project is intended to fill, and the contributions of the project in advancing CNL practice.
- c. **Specific Aims/Hypothesis:** State concisely what the project described is intended to accomplish and/or what hypothesis (es) is (are) to be tested.
- d. **Theoretical/Conceptual Framework:** Summarize the framework guiding the project, addressing the relationship among the specific aims, the literature, key concepts, variables, and instruments as they apply to this project.
- e. **Literature Review:** Critically evaluate existing knowledge. Include current literature that is directly pertinent to the project.
- f. **Method & Design:** Discuss in detail the methodological approach, the research design or quality improvement methodology, and the procedure to be used to accomplish the specific aims/project goals. (EBP, QI, Descriptive, Qualitative, etc.).
- g. **Subjects and Setting:** Describe the target population and characteristics of the subjects. Include the number of subjects, the rationale for sample size, the sampling time frame, the sampling procedure, and the setting for data collection.
- h. **Measures and Measurement:** Instruments (if used), report the specific characteristics of the instruments, including their reliability, validity, and/or sensitivity. Address how the tool will be used. The instrument(s) (e.g., a questionnaire) should be included in an appendix.
- i. **Procedures:** Describe the design and the procedures to be used for the proposed project. Specify the kinds of data you expect to obtain. Give details of client/subject selection and intervention, if one is involved. If appropriate, discuss potential problems.
- j. **Data Management/Analysis:** Describe how the data will be managed, analyzed, and/or interpreted.
- k. **Limitations:** Describe the limitations of the project including those related to design and procedures and how these will be addressed.
- l. **Human Subjects Protection:** Discuss the risk for subject's to participate in this project. Include a copy of the Institutional Review Board/Ethics Committee approval and, if applicable, a copy of the human subject consent form. The approval and consent form are not included in the 6000-word limit and will be requested in a separate section. If Institutional Review Board/Ethics Committee approval is pending at the time of submission, please indicate that in the system when asked for date of approval.
- m. **Time Frame:** Provide a 12-month schedule that specifies the timing of the main steps of the project. Justify that the project can be completed within the time frame.

- n. **Facilities/Resources:** Describe the facilities and other physical resources available for this project (e.g., laboratories, clinical resources, office space, etc.)
1. **Collaborative Arrangements:** If the proposed project requires collaboration with other institutions, describe the nature of collaboration and provide evidence to the reviewers that those institutions are willing to cooperate.
  2. **Consultative Support:** Include a description of availability of adequate consultation to assure refinement and completion of the project.
- o. **Proposal Budget:** CNC does not fund indirect costs nor costs related to completing an education program (e.g. tuition). Please include your budget amounts and justification for the following items:
1. **Personnel** (Requests for Investigator salaries may be included. Include hourly rate for personnel in justification section.)
  2. **Administrative staff:** Typing costs (Must be those directly related to the research. Preparing dissertations will not be funded.)
  3. **Research Assistants**
  4. **Consultants** (Limit to \$50 per hour)
  5. **Supplies:** Equipment (Digital devices are not allowable expenses.); Computer costs (software only); Travel Expenses (data collection only)
  6. **Justification:** Provide a justification for all expenditures listed.

**Letters of support must be provided from the following:**

- One research advisor/committee chair;
- One faculty member who is knowledgeable about this project/research;
- Any collaborating institutions; and
- Any consultants.

**Appendices Attached to the Narrative Where Applicable:**

- Questionnaires
- Instruments, tools, educational material, etc.
- Scoring instructions
- Copyright Release/Permission
- Copies of paper/pencil instrument(s)
- Interview format or other instruments
- Human subject consent form (Institutional Review Board/Ethics Committee approval)
- References cited in the text are required to be formatted in accordance with the Publication Manual of the American Psychological Association (APA), or the American Medical Association (AMA).
- A chart/graph/table/etc. that will help to illustrate and explain your proposal. When referring to the item in the proposal, be sure to mention that the item can be found in the appendix section.
- Other (please specify)

## RECOGNITION & REPORTING

Upon completion of the project, a presentation by the requesting applicant to the CNC Board of Commissioners will be required.

All awardees are required to recognize the Commission on Nurse Certification as a funding provider on all printed materials and publicity for the project. Those who receive an award are required to submit the CNC Board of Commissioners quarterly progress reports for the duration of the project that shows how the award is being spent and a final report has to be submitted to CNC upon the completion of the project. CNC will work with awardees on the reporting schedule. CNC reserves the right to revoke an award and/or deny subsequent requests if reports are not submitted by the awardee.

## ATTESTATION

By accepting and signing this application, applicant acknowledges that all information provided is true and accurate. Applicant acknowledges all materials must be submitted by the 11:59 PM ET, October 31<sup>st</sup> deadline in order to be considered for this award by a panel from the CNC Board of Commissioners.

**I Accept** (By selecting the “I Accept” button, you are signing this application electronically. You agree your electronic signature is the legal equivalent of your manual signature on this application.)

Date: \_\_\_\_\_

**Submit the completed application and proposal narrative by  
11:59 PM ET, October 31<sup>st</sup> to: [CNL@aacnnursing.org](mailto:CNL@aacnnursing.org)**