**Grant Proposal Template- Quality Improvement Project**

Formatting for all proposals includes margins of 1” all around, a font of Ariel 12 pitch, and single spaced. The section headings (below) must be included and written in bold. Each proposal should include a cover page with the date, the proposal type (name of the grant you are applying for), the title, and the applicants first and last name and credentials.

\*Proposals should not exceed 5 pages- title page, references, and appendices are not included in the 5-page limit. Citations are mandatory where applicable in your proposal using standard citation formatting, APA format is not required for the proposal.

**Background-** *Provide the context for the project; describe broader research/projects in this area, what is known, what are the gaps of existing studies/projects and how will your project address this gap (what does your project bring to the table that hasn’t previously been done. (0.5-1 page)*

**Significance**- *describe why this project needs to be conducted; what new information will be generated from this project and how will the project findings benefit the target population. (0.5-1 page)*

**Project Purpose & Objective(s)-** *share a purpose statement:* *the purpose of the project describes why it is being done; share the objective(s): objectives describe what will be done, what do you intend to accomplish. (0.5 page)*

**Implementation**- *describe the project setting, recruitment strategies (if applicable), measures of assessment, analysis plan, including how many participants will be included if applicable. (1 – 1.5 pages)*

**Anticipated Outcomes & Implications of Findings on Nursing Practice or Patient Care**- *describe what you anticipate to learn from conducting this project; describe the potential implications of these findings on nursing and patient care. (0.5 page)*

**Project Timeline**-  *based on the funding period, describe the approximate month(s)/year for project start up, data collection period, data analysis period, dissemination (.25 page)*

**Plans for Dissemination**- *describe where you intend to share the findings from your project and how. For example, poster or podium presentations at which venues? MGH-centered (e.g. Nursing Research Day) and externally at conferences if applicable. Where do you anticipate you will publish your project findings? (0.5 page)*

**References/Bibliography**

**Appendices** for your proposal if applicable