

**ONCOLOGY NURSING FOUNDATION
FINAL SCIENTIFIC REPORT**

***GUIDELINES FOR PREPARING THE FINAL REPORTS FOR FUNDED
RESEARCH or DISSERTATION GRANTS***

Congratulations on the successful completion of your funded project. Oncology Nursing Foundation is committed to the dissemination of the findings of funded projects. If there is anyway that we can assist you in disseminating the results, either through publication in journals or media press releases, please contact us at grants@onfgivesback.org

PURPOSE:

The final report is designed to give the Oncology Nursing Foundation a brief accounting of the scientific findings of the study. A compilation of the final reports is used by the Oncology Nursing Foundation to solicit additional research funding and for public relations and grant promotion activities.

SUBMISSION DEADLINES:

The grant recipient will receive a reminder prior to the due date for the final reports. The final report should be submitted within 60 days of completion of the project or within 60 days of the end of the funding period, whichever comes first. Grant recipients who do not submit the required scientific and financial final reports will be ineligible for future Oncology Nursing Foundation grant funding until delinquent reports are received and approved.

Email copies (fillable Word versions) of the report forms can be requested at grants@onfgivesback.org

UNEXPENDED FUNDS:

Unexpended funds must be returned to the Oncology Nursing Foundation.

EQUIPMENT:

If equipment was purchased, ownership of the item will be individually assessed. Please provide the following information on the budget section of the report form (p. 5): 1) initial cost of the equipment, 2) today's value of the equipment due to depreciation, and 3) if you would like to own the item or return to the Oncology Nursing Foundation.

KEY POINTS:

The final report needs to reflect the key findings of the study. The findings are needed in 2 formats: a) a research abstract to be filed with the final report and b) a short paragraph relating the findings that would be appropriate for posting on online and for sharing with the media. Oncology Nursing Foundation recognizes your right to first disclosure of findings in publications. Therefore, we are requesting that you provide the information about the results of your study that we can share with others (post at the ONS website and share with the media).

APPENDICES:

Note the appendices to be included:

- A. Financial Report (*Use Oncology Nursing Foundation Financial Report Form only*)
- B. IRB Approval since Last Update
- C. Abstract
- D. Copies of Publications (published and/or submitted)

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Name of Investigator _____

Name of Grant Award: _____

Sponsored by: Oncology Nursing Foundation through an unrestricted grant from _____

Project Title: _____

Year of Grant Award: _____ **Report Date:** _____ **Actual Completion Date:** _____

Principal Investigator (Name, Credentials, Title, Institution)

Preferred mailing address:

Phone number(s):

Email Address:

Co-Investigator(s) (Name, Credentials, Title, Institution)

Summary of Results: Write this in a manner that you agree to have posted on the ONS website or addressed in a press release to the lay media by ONS. The **brief summary** should include the ***purpose, sample, setting, intervention/methodology, results, and implications for practice.*** Also attach a final research abstract as Appendix C.

I agree to the above Summary of Results and attached abstract being posted online with identifying and contact information. _____

Signature

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Name of Investigator _____

Subject Accrual (by Site if Multi-site)

<u>Site</u>	<u>Coordinator</u>	<u>Target Number of Subjects</u>	<u>Total Accrual for Site</u>	<u>IRB Approval/ Re-approval</u>
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Date*

TOTAL ACCRUAL FOR STUDY _____

Subjects with Completed Data Collection **TOTAL** _____

Subject Withdrawal:

_____ subjects withdrew from the study for an attrition rate of _____%. (Please give reasons for withdrawals).

***The Oncology Nursing Foundation must have on file current IRB Approval for all sites. Please attach any new IRB approval/re-approval letters as Appendix B**

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Issues or Barriers Encountered

Study Modifications Describe all modifications with rationale

Budget

Total projected expenses: _____

Actual expenses: _____

Budget Modifications During the Project:

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Scientific Integrity:	Yes	No
<i>Were there any allegations, inquiries, or confirmed incidents of scientific misconduct associated with this study?</i>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Were there any adverse effects or grievance reports filed with your IRB office?</i>	<input type="checkbox"/>	<input type="checkbox"/>
<p>If yes, explain</p> <p style="text-align: center;">I certify that there are no known deviations from ethical standards associated with this study.</p> <p>Signature/Name*: _____</p> <p style="padding-left: 100px;">Title: _____</p> <p style="padding-left: 50px;">Institution: _____</p> <p style="padding-left: 100px;">_____</p> <p style="padding-left: 100px;">_____</p> <p>*If submitting online, your completion of this form indicates that you are certifying that there are no know deviations from ethical standards associated with this study.</p>		

Include a statement regarding future research you anticipate based upon your findings.

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Presentations *(presented or accepted) Resulting from this research (Please indicate if poster or podium presentation)*

PUBLICATIONS *Citations of all peer reviewed publications published or submitted, resulting from this research (Please attach copies of published papers in Appendix D)*

OTHER PUBLICATIONS - *Citations of all non-peer reviewed i.e., Lay Press articles, Audio-Visuals, Computer Programs, Patient Care Materials, Newsletters*

RESEARCH - *Grants submitted, pending, or funded as a result of this research. Please include name of funding source, dollar amount, date submitted, and status of application.*

RESEARCH – FUNDED

RESEARCH – FUNDING PENDING

RESEARCH - PROPOSAL UNDER PREPARATION

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Name of Investigator _____

APPENDIX A
FINANCIAL REPORTS

ONCOLOGY NURSING FOUNDATION
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APPENDIX B

IRB APPROVALS SINCE LAST UPDATE

ONCOLOGY NURSING FOUNDATION
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APPENDIX C
RESEARCH ABSTRACT

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APPENDIX D

COPY OF PUBLICATIONS