



## Grants Process Overview

### Getting Started

#### Learn the Basics

- The mission of the Oncology Nursing Foundation is to support cancer nursing excellence. We do this through a variety of funding opportunities including research grant opportunities for the nurse scientist community.
- The Foundation uses the [Oncology Nursing Society \(ONS\) Research Agenda](#) to inform topics for calls for research proposals.
- Explore these additional resources:
  - [Update to the 2019-2022 ONS Research Agenda: Rapid Review to Address Structural Racism and Health Inequities](#)
  - [The Oncology Nursing Society Rapid Review and Research Priorities for Cancer Care in the Context of Covid-19](#)
- Grant calls are approved by the Foundation Board and funded by a variety of resources, most notably the Foundation Endowment and donors interested in the advancement of cancer nursing research.

#### Plan Your Approach

- Review the Foundation's [current grant opportunities](#) found on the website.
- Ensure your research meets the call and ideally the [ONS research agenda](#).
- Check the [ICRP website](#) and other resources to ensure your research is original and relevant.

### Applying for Funding

#### Prepare to Apply

- Choose the funding opportunity that aligns with your research proposal and set a schedule for gathering and writing all required documents.
- Be sure to read through the application and instructions completely to ensure you meet all requirements.
- Inform your institution of your intent to apply and gain support.
- Watch the Video: [Keys to Writing an Effective Research Grant Proposal](#).

#### Write Application- Online Submission instructions

- Review the Grantmaker Online Submission instructions listed within the application.
- Find the application from our Apply Now page and create a log-in on the grant application page.
- Complete all required fields and upload all required documents.
- Be sure to proofread and have a mentor and institutional official proofread the entire grant for any grammar issues, missing information, or unclear objectives.

## Submit

- Make sure your application has been fully submitted by first validating and then submitting the application.

## Application Review

### Peer Review

- All ONF grants are reviewed by a peer review team with an assigned Chair.
- Review teams are comprised of past grant winners and nurse scientist research experts.
- Chair assigns the proposals based on conflict-of-interest declarations and area of expertise- each application will have a primary, secondary, and collateral review.
- Reviewers follow a critique outline focusing on the following areas: Significance, Investigators, Innovation, Approach, and Environment. The Critique form also contains a protection/inclusion section and an overall impact score.
- Review call: the review team will meet for a reviewer call to discuss the proposals and assign final scores- Reviewers with conflicts of interest are put in a waiting room until the discussion of that proposal has concluded.

### Approval

- Approval of proposals is a combination of the highest score and appropriateness of the proposal to the call.
- Recommendations are accepted from the chair by the executive director and approved by the Foundation Board.

## Notification & Award Process

### Notification

- Notice of Award letters along with final critiques are sent to successful applicants with instruction on the next steps.
- Notice of non-recipient letters are sent and include final reviewer critiques to help build upon for future proposal submissions.
- The number of proposals funded is determined by dollars approved for the specific call.

### Post-Award Monitoring and Reporting

- Recipients and their institutions are expected to sign recipient agreements as well as submit other documents for recognition of the award.
- Recipients are also expected to submit an annual and final scientific and budgetary report.
- Recipients are expected to correspond with the Foundation throughout the life of the project.