



# The Elizabeth Hulme 2017 Special Interest Group (SIG) Annual Grant

## Background

Elizabeth Hulme assumed the role of Special Interest Group (SIG) Co-ordinator for the Australian Nursing & Midwifery Federation (Victorian Branch) from 1989 to January 1997.

The intention of the appointment of Elizabeth Hulme was to provide the SIGs with a person who would be able to support and assist SIGs. Elizabeth proved to be a person of great resource and integrity who consolidated, on behalf of the ANMF (Vic Branch), the relationship between the ANMF (Vic Branch) and the SIGs.

The ANMF (Vic Branch) has decided to honour the work done by Elizabeth by establishing a SIG Grant.

The intention of the Elizabeth Hulme SIG Grant is to provide encouragement and support the SIGs and / or their members in either undertaking clinical nursing

research, or higher education studies for their specific area of practice that will be of relevance to clinical nursing.

A call for applications / proposals will be made at the beginning of each year and the Elizabeth Hulme SIG Grant will be presented at the ANMF (Vic Branch) Annual General Meeting held each year in December. Feedback will be provided, as determined by the Steering Committee.

The Elizabeth Hulme SIG Grant is \$3,000 to a SIG or an ANMF (Vic Branch) member of a SIG whose proposal / application has been endorsed by their SIG. The grant is to be presented at the ANMF (Vic Branch) Annual General Meeting in December.

The Selection Panel will be made up of independent nurses.

**Applications  
close Friday,  
21 September  
2018**

### Selection Criteria

Application must be from an ANMF (Vic Branch) SIG OR an ANMF (Vic Branch) member who is a member of a SIG and whose application is endorsed by the SIG.

The clinical project proposal or higher education study must:

- demonstrate relevance to clinical nursing practice and / or
- be transferable across workplace settings ie can be utilised by registered nurses working across similar practice settings

The applicant must be an ANMF (Vic Branch) member for a period of 2 years and a SIG member for a period of 12 months and must not have been in receipt of this ANMF Grant in the previous 2 years to the current application.

Applicants must also comply with ANMF (Vic Branch) Council resolution from meeting No 1/1999, that is, ANMF (Vic Branch) employees or elected officials are not eligible to apply.

### Process

Applications to be received by Friday, 21 September 2018 and addressed to:

Lynne West  
Elizabeth Hulme SIG Grant  
ANMF (Vic Branch)  
Box 12600 A'Beckett Street PO  
MELBOURNE VIC 8006

or scanned and emailed to [records@anmfvic.asn.au](mailto:records@anmfvic.asn.au) with the subject line : 'Elizabeth Hulme SIG Grant application 2018'



# The Elizabeth Hulme 2017 Special Interest Group (SIG) Annual Grant

## Application form

Name

Address

Suburb

State

Postcode

Phone

Fax

Email

ANMF membership number

Special Interest Group

Hospital or health agency

**Research project.** Please attach:

- a copy of letter from SIG verifying endorsement
- a copy of letter from DON / Senior Nurse verifying support, including a statement that it has / or will be expected to receive Ethics Committee approval where required
- a copy of letter from academic mentor.
- a detailed clinical research proposal

**Description of research project (100 words maximum):**

# Application form continued

## Higher education

Course title

Proposed finish date

Cost of study

Please attach:

confirmation of enrolment

a copy of letter from SIG verifying endorsement

**Description of how this higher education study will be beneficial to the clinical setting (100 words maximum):**

## Grant conditions

### Grant conditions

The recipient is expected, in good faith:

- to complete the research within the agreed time frame
- to provide to Australian Nursing and Midwifery Federation (Victorian Branch) a copy of the final report of the conduct and findings of the research, which should conform to normal academic standards
- to provide a verbal report to the Australian Nursing and Midwifery Federation (Victorian Branch) Annual Delegates Conference in the year of completion of the research
- complete the higher education within 2 years

### Termination of grant

The ANMF (Vic Branch) may terminate a grant, if in the opinion of the ANMF (Vic Branch) that:

- satisfactory progress is not being made
- the project ceases to pursue the approved objectives
- the successful applicant contravenes any of these conditions
- the course of study is not completed.

Upon termination of the project/study, moneys already paid to the successful applicant and not duly expended or committed shall be returned to the ANMF (Vic Branch).

## Grant conditions continued

## Potential conflict of interest for the selection panel

## Signature

### Notification of grant

Where the ANMF (Vic Branch) Selection Panel approves an application for a grant, the ANMF (Vic Branch) will advise the applicant in writing of that approval. The ANMF (Vic Branch) Selection Panel's decision in awarding grants is final and no correspondence will be entered into.

The ANMF (Vic Branch) Selection Panel recognises that impartiality and due process is fundamental in the review of all applications for grants.

Instances where the Selection Panel members are asked to reveal potential conflicts of interest include, but are not limited to the following:

- being a member of staff of the same university or educational institution and working with the applicant in the same faculty, school or department
- being a member of staff of the same hospital or other health organisation and working with the applicant in the same department or unit
- being a current supervisor of the applicant or having functioned as a supervisor to the applicant in the past
- standing to benefit in a material way from the grant
- having published or collaborated with an applicant in the past.

### Use of the grant

Expenditure of a grant shall be in accordance with the approved budget. Any departure from the budget during the course of the project must receive prior written approval from the ANMF (Vic Branch).

It is expected that the Selection Panel will declare their conflict of interest with respect to any application made for a grant or fellowship at the review meeting before the reviews are undertaken.

After the perceived conflict is considered, the Panel member may be asked to leave the review meeting.

**I agree to accept the ANMF (Vic Branch) Grant Committee's decision and agree to provide the ANMF (Vic Branch) Secretary with a complete copy of my project.**

Signature

Date signed