



Research Grant Policies

DEFINITIONS

- Oncology Nursing Foundation Small Grants & Fellowships – Grants and Fellowship awards under \$50,000.
- Oncology Nursing Foundation Small Grants and Research Fellowships Review Project Team – Volunteer members of ONS and, when appropriate, non-ONS members who provide scientific peer review of Oncology Nursing Foundation Small Grants and Fellowship Applications.
- Oncology Nursing Foundation Major Grants – Grants in the amount of \$100,000 or more
- Oncology Nursing Foundation Major Grants Review Project Team – Volunteer members of ONS and, when appropriate, non-ONS members who provide scientific peer review of Oncology Nursing Foundation Major Grants Applications.
- Expert Panel Project Team/Research Agenda Project Team – Volunteer members of ONS and, when appropriate, non-members with a specific area of expertise who are convened to review the state of the science related to a specific research focus and to identify directions for future research in the area.
- Research Advisory Panel (Scientific Subgroup) – Volunteer members of ONS who provide advice and consultation to the ONS Scholar in Residence about all issues related to all research undertaken and/or sponsored by the Oncology Nursing Foundation.

CALLS FOR RESEARCH PROPOSALS

A call for proposals is done by two mechanisms: Requests for Applications (RFA) and Requests for Proposals (RFP).

The focus of research for the RFA or RFP will be identified by the ONS Research Agenda, cutting edge issues, ONS Board, Oncology Nursing Foundation Board, and/or the funding agency. When indicated, an Expert Panel Project Team will be convened to review the state of the science and to identify research priorities in a specified area.

All grant opportunities will be announced by reasonable and appropriate means.

ELIGIBILITY

The principal investigator must be actively involved in some aspect of cancer patient care, education, or research with funding preference is given to projects that involve nurses in the design and conduct of the research activity and that promote theoretically based oncology practice. ONS membership is preferred but not required. ONS staff and Oncology Nursing Foundation Board of Trustees members are not eligible to apply for Oncology Nursing Foundation research grants.

SCIENTIFIC REVIEW

All proposals submitted for RFPs (Request for Proposals), or for the Oncology Nursing Foundation Grants and Research Fellowship Programs will undergo a competitive peer review by the appropriate review team.

GRANT ADMINISTRATION

All Oncology Nursing Foundation research grant and fellowship recipients must submit a final scientific and financial report within 60 days of project completion. Unexpended funds must be returned to the Oncology Nursing Foundation. The funds will remain in the respective account unless the corporate sponsor requests a corporate refund.

Project Modifications: Recipients must submit a written request for approval of any modifications to the specific aims, design, methods, and/or sample of Oncology Nursing Foundation Small Grants, Major Grants, and Research Fellowships.

Indirect costs (Costs that are incurred by a grantee for common or joint objectives and cannot be identified specifically with a particular project or program): No indirect costs are allowed on Oncology Nursing Foundation Small Research Grants. Indirect costs of up to 10% (included within the total funding amount, not in addition to the research grant amount) are allowed on Oncology Nursing Foundation Major Research Grants.

Budget Modifications: Recipients must request approval for re-budgeting or the shifting of funds between budget categories in writing.

Approval of No-Cost Extensions: It is expected that the research be completed within the specified time period of the grant. If there are extenuating circumstances which are anticipated to prevent the research from being

completed (final analysis completed), a no-cost extension may be requested (there are some grants for which no-cost extensions are not allowed – these grants will include that information in the call for proposals). It is expected that a request for a no-cost extension will be made six months prior to the final report due date. Preparation of manuscripts is not an acceptable reason for a no-cost extension. The recipient must request approval for a no-cost extension with a detailed explanation of the circumstances in writing. Upon approval by the Oncology Nursing Foundation Executive Director and/or the ONS Scholar in Residence, any remaining grant funds can be carried over to the extended project period if requested. Only an 1-year extension can be granted in 6-month increments

Scientific and Ethical Integrity: Recipients accept full responsibility for the scientific and ethical conduct of the funded research activity as stated in the ONS/Oncology Nursing Foundation Policy for the Responsible Conduct of Research.

ONS/ ONCOLOGY NURSING FOUNDATION RESPONSIBLE CONDUCT OF RESEARCH POLICY

The Policy for the Responsible Conduct of Research pertains to all recipients of research-related awards funded by ONS or the Oncology Nursing Foundation, including research grants, and fellowships.

Investigators are to report any unanticipated problems involving risks to study participants or others or unexpected adverse events to the investigator's IRB following the IRB's guidelines.

Investigators are expected to follow the policies and procedures established by their local institution for dealing with issues of research misconduct. The research team and institution have an affirmative duty to protect ONS or Oncology Nursing Foundation funds from misuse by ensuring the integrity of all ONS or Oncology Nursing Foundation supported work, and primary responsibility for responding to and reporting allegations of research misconduct.

All information pertaining to allegations, inquiries or investigations of research misconduct should be reported to ONS or the Oncology Nursing Foundation promptly from the time such allegations are known to the investigator. At the end of the local investigation, the investigator must promptly submit the investigation's findings to the Oncology Nursing Foundation Executive Director. If research misconduct is proven, the ONS or Oncology Nursing Foundation grant is revoked, and the grantee is ineligible for future ONS or Oncology Nursing Foundation research funding.

Definition of Research Misconduct

ONS and the Oncology Nursing Foundation have adopted the definitions of research misconduct published by the U.S. Department of Health and Human Services (DHHS) and adopted by the National Institutes of Health (National Institute of Health, 2018)). Research misconduct is defined by the U.S. Department of Health and Human Services (2006) as “fabrication, falsification or plagiarism in proposing, performing, or reviewing research, or in reporting research results.”

- (a) Fabrication is making up data or results and recording or reporting them.
- (b) Falsification is manipulating research materials, equipment, or processes, or changing or omitting data or results such that the research is not accurately represented in the research record.
- (c) Plagiarism is the appropriation of another person’s ideas, processes, results, or words without giving appropriate credit.
- (d) Research misconduct does not include honest error or differences of opinion.

ONS and the Oncology Nursing Foundation recognize that research misconduct also includes coercion of subjects in obtaining consent, breach in maintaining subject confidentiality, and any other unethical behavior pertaining to subjects.

DEFINITION OF UNEXPECTED ADVERSE EVENTS

An adverse event is defined as “Any untoward or unfavorable medical occurrence in a human subject, including any abnormal sign (for example, abnormal physical exam or laboratory finding), symptom, or disease, temporally associated with the subject’s participation in the research, whether or not considered related to the subject’s participation in the research. Adverse events encompass both physical and psychological harms.” (Office for Human Research Protections, 2007).

An unexpected adverse event is “any adverse event occurring in one or more subjects participating in a research protocol, the nature, severity or frequency of which is not consistent with either:

- 1) the known or foreseeable risk of adverse events associated with the procedures involved in the research that are described in (a) the protocol-related documents, such as the IRB-approved research protocol,

- any applicable investigator brochure, and the current IRB-approved informed consent document, and
(b) other relevant sources of information such as product labeling and package inserts; or
- 2) the expected natural progression of any underlying disease, disorder, or condition of the subject(s) experiencing the adverse event and the subject's predisposing risk factor profile for the adverse event."
(Office for Human Research Protections, 2007)

National Institute of Health. (2018, 11 29). *Research Misconduct - Definitions*. Retrieved from NIH Central Resource for Grants and Funding: https://grants.nih.gov/policy/research_integrity/definitions.htm

Requirements for Institutional Policies and Procedures on Research Misconduct Under the New PHS Policies on Research Misconduct - 42 CFR Part 93 (2005) Retrieved December 4, 2008 from <http://www.ori.dhhs.gov/policies/Requirements-Reg-6-05.shtml>

ONS/ONCOLOGY NURSING FOUNDATION DATA OWNERSHIP POLICY

Data that are generated from any ONS/Oncology Nursing Foundation sponsored research endeavor (including survey results) are considered intellectual property. Intellectual property is created by one or more individuals, each of whom must have conceived an essential element or each must have contributed substantially to its conceptual development. The term “data” is used in this document, but it is understood that the policy applies to other types of intellectual property (such as software, devices, etc.) that result from ONS/Oncology Nursing Foundation research.

INVESTIGATOR OWNED DATA

- Data from investigator-initiated research grants supported by the Oncology Nursing Foundation are owned by the investigator(s). The investigator(s) will own copyright to the data.

ONS/ONCOLOGY NURSING FOUNDATION OWNED DATA

- Data from surveys and/or other types of research sponsored by boards, councils, committees, project teams, , and/or staff teams are owned by ONS or the Oncology Nursing Foundation.
- Data generated from a contract with ONS or the Oncology Nursing Foundation are owned by ONS or the Oncology Nursing Foundation. ONS/Oncology Nursing Foundation will own copyright to the data.

Dissemination of ONS/Oncology Nursing Foundation Owned Data

- o Investigator(s) who complete the work have the right to disseminate findings through vehicles agreed upon by the investigator(s) and ONS/Oncology Nursing Foundation (conference proceedings, peer-reviewed journals, presentations, press releases, etc.) as identified in a written contract between ONS /Oncology Nursing Foundation and the investigator(s).
- o ONS/Oncology Nursing Foundation has the right to determine the number and nature of dissemination activities related to a specific project with the agreement and involvement of the investigator(s) in the decision-making process.

- o ONS/Oncology Nursing Foundation has the right to determine the venues for dissemination activities with the agreement and involvement of the investigator(s) in the decision-making process.

Secondary Data Analysis of ONS/Oncology Nursing Foundation Owned Data

- o ONS/Oncology Nursing Foundation owned data should be available to any member of ONS who might have a legitimate interest in using the data for scholarly purposes as determined by ONS/Oncology Nursing Foundation.
- o ONS/Oncology Nursing Foundation has the right to determine the dissemination activities related to secondary data analysis of ONS/Oncology Nursing Foundation Owned Data with the agreement and involvement of the investigator(s) in the decision-making process.

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