

RNAO Nursing Best Practice Guidelines Program
Doctoral Fellowship
Progress Report Requirements and Conditions for Renewal of Funding

The following criteria have been identified as the MINIMUM expectations in order for fellowships to be renewed for a second and third year.

Year of Fellowship	MINIMUM Criteria for Fellowship Renewal
Fellowship Renewal for Year 2	<p>Normally, the Fellow will have completed two years of PhD studies at this point in their Fellowship:</p> <p>Research Proposal A copy of the full, approved research proposal is to be submitted. Inclusion of ethics certificate preferred. If ethics review has not been completed, details for plans regarding ethics submission are required. A letter from the research supervisor indicating that the proposal has been approved by the committee is required.</p> <ul style="list-style-type: none"> ◆ Full Time Fellows: Should the research proposal not be complete at the end of the first year, an extension of up to 6 months may be requested. Consideration of funding renewal will be postponed until the proposal is submitted. If the proposal is not submitted after this time, the fellowship will be withdrawn. ◆ Part Time Fellows: Should the research proposal not be complete at the end of the first year, an extension of up to 12 months may be requested. Consideration of funding renewal will be postponed until the proposal is submitted. If the proposal is not submitted after this time, the fellowship will be withdrawn. <p>Dissemination Expectations re conference presentations, at minimum, are:</p> <ul style="list-style-type: none"> • 1 accepted/presented presentation (paper or poster) at a nursing conference – (Fellows are expected to submit an abstract for the Biennial BPG Conference, 2009, 2011) • 1 accepted/presented presentation (paper or poster) at a conference external to nursing targeting a multidisciplinary audience
Fellowship Renewal for Year 3	<p>Research Progress Report A copy of the full research proposal is to be submitted, including the ethics certificate. A progress report on the status of the research is required, and should include, at minimum: summary of status related to timelines; details of research completed; and progress related to data collection (data collection must be underway).</p> <p>Dissemination <i>Conference Presentations:</i> Expectations re conference presentations, at minimum, are:</p>

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	<ul style="list-style-type: none"> • 1 accepted/presented presentation (paper or poster) at a nursing conference – (Fellows are expected to submit an abstract for the Biennial BPG Conference, 2009, 2011) • 1 accepted/presented presentation (paper or poster) at a conference external to nursing targeting a multidisciplinary audience <p>Publications:</p> <ul style="list-style-type: none"> ◆ 1 paper submitted or published, on the topic of the thesis, to a peer reviewed journal. ◆ 1 paper submitted or published, on the topic of the thesis, to a non-peer reviewed publication. This criteria is intended to facilitate knowledge translation and reach other audiences. Publications may include: newsletters of non-profit organizations; newspaper, non-peer reviewed journals; lay press etc.
End of Year	<p>FINAL Report</p> <p>The following criteria are requirements of the final report to the RNAO:</p> <ul style="list-style-type: none"> • A copy of the full research proposal. • A one page progress report on the status of the research. • A copy of any abstracts and papers published, on the topic of the thesis. <p>Please Note:</p> <ul style="list-style-type: none"> • A full, bound copy of the dissertation is required by the RNAO on completion of the PhD program.