

# SHEA Research Network (SRN): Proposal Concept Application

## INSTRUCTIONS

Applications must include the following items, described to the right. Proposals will not be reviewed until all materials have been received. Please submit all materials at one time.

1. Concept description (1-2 pages)
2. Funding description, if applicable (half a page)
3. Draft survey or recruitment request

Submit to [srn@shea-online.org](mailto:srn@shea-online.org).

## REVIEW

The SRN Leadership Team will evaluate the proposal for alignment with [SHEA's mission](#) and the level of burden on SRN participants.

We may request additional information. Review usually takes 1-2 months.

## FEE STRUCTURE

- Government or NGO-funded grants (excluding training or career development grants): \$2,000
- Corporate-funded grants: \$5,000
- The SRN does not assess fees for unfunded research, which, if approved, are supported by the [SHEA Foundation](#).
- **We suggest investigators consider donating to the [SHEA Foundation](#) so that we can continue to do this work.**

Fees cover review and solicitation to SRN facilities, and not administrative support, data management, or projects beyond normal scope (e.g. Delphi method with multiple rounds). Proposals are invoiced after review and acceptance.

4040 Wilson Boulevard, Suite 300  
Arlington, VA 22203  
[srn@shea-online.org](mailto:srn@shea-online.org)  
[SHEA Research Network \(SRN\)](#)



## 1. CONCEPT DESCRIPTION

(1-2 pages)

### Investigators

#### Principal Investigator

- Contact information (name, title, affiliation, city and state, email)
- SRN ID (at least 1 project investigator should be an active member of the SRN)
- Bio (no more than 250 words)
- Conflict of interest disclosure, as relevant to the proposal
- Supporting materials, if applicable (e.g. letter of support, documentation of being a recipient or finalist for a SHEA research grant or award)

#### Co-Investigators

- Contact information (name, title, affiliation, city and state, email)
- SRN ID(s) (at least 1 investigator should be an active member of the SRN)
- Conflict of interest disclosure, as relevant to the proposal

### Project

#### Study Concept

- Project title
- Statement of problem or question
- Hypothesis to be tested (if applicable)
- Description of project goals
- Primary endpoint
- Potential outcomes of study
- Long-term goals of study

### Methods

- Statement of proposed methods and involvement of the SRN
- Reason for choosing the SRN
- Who should receive the survey or recruitment request, e.g., US-only, US and Canada, US and international, individual SRN facilities, SRN healthcare systems, pediatric-only, adult-only, specific requirements such as the presence of an ASP or use of NHSN
- *For surveys*, indicate whether PI(s) will use their own survey platform (e.g. RedCAP, Qualtrics, Survey Monkey) or SHEA's platform (Alchemer)
- *For recruitment requests*, provide the background and description of study, description of participants' roles and responsibilities, existing project materials (e.g., webpages, webinars), timeline, and if applicable, honoraria for participants

## 2. FUNDING DESCRIPTION

(if applicable; half a page)

- Name of funding source (foundation, company, government agency)
- Will funds be used to support SRN participants with the project (e.g., honoraria, raffle)?
- Will study data be used to apply for funding for a future project, or as part of a larger project to be submitted for funding?

## 3. DRAFT SURVEY OR RECRUITMENT REQUEST

- Surveys should be less than 15 questions. Ask only what you plan to use.
- Provide draft text for the outreach emails for both survey-based projects and recruitment requests.