

Sigma Theta Tau International
Alpha Iota Chapter
Proposal Guidelines

1. Title and Abstract

A title page and a one hundred-word abstract are to accompany the proposal. The abstract should include the hypotheses, the specific variables and their measurements, the population and sample description, and a statement of the design and analysis.

2. Proposal Outline

The following areas are to be included in the proposal:

Part I. The Problem

- A. Statement of the problem or research question
- B. Hypotheses
- C. Definition of variables: theoretical and operational
- D. Theoretical framework
- E. Population
- F. Significant to nursing science

Part II. Methodology

- A. Design
- B. Sample: size and sampling procedure
- C. Instrument reliability and validity
- D. Data collection procedure
- E. Method of analysis

Part III. Timeline

Part IV. Reference List and Appendices

- A. Reference list
- B. Include letters, forms, and instruments in appendices
- C. Investigator(s) vitae

Part V. Budget

- A. Personnel
- B. Supplies and Equipment
- C. Travel
- D. Other

3. General Guidelines

The total proposal should be no more than 10 pages in length excluding the cover page, references, and appendices. APA format style is required.

**Sigma Theta Tau
Alpha Iota Chapter
Quantitative Proposal Criteria**

- I. Importance and relevance of problem:**
 - a. Is the problem relevant to nursing?
 - b. Is the problem significant?
- II. Clarity with which the problem is identified:**
 - a. Is the problem clearly stated?
 - b. Are the key variables identified?
 - c. Can the problem be tested?
 - d. Is the relationship of the present problem to previous research clear?
 - e. Is the problem appropriately narrow?
 - f. Does the researcher clearly state what is not being studied as well as what is?
- III. Adequacy of design and methodology:**
 - a. Is the design clearly indicated?
 - b. Is it appropriate to the problem?
 - c. Does the design control for threats to internal or external validity?
 - d. Are the key variables defined?
 - e. Are operational definitions used where appropriate?
 - f. Are the data collection instruments clearly defined?
 - g. Were the instruments appropriate measures for the variable(s) under study?
 - h. Do the instruments measure data at the appropriate level of measurement?
 - i. Are there data to support the reliability and validity of the measures?
 - j. Does the researcher clearly describe the sampling procedure?
 - k. Are randomization procedures adequate?
 - l. Is the sample size adequate?
 - m. Are descriptive statistics used for all variables?
 - n. Do the statistical procedures clarify, enhance, and address the research questions?
 - o. Were the most effective statistics chosen?
 - p. Does the conceptual framework suggest relationships among variables?
 - q. Does the bibliography reflect reasonable sources of related literature being investigated?
- IV. Budget and Timeline**
 - a. Is budget appropriate?
 - b. Is timeline appropriate and feasible?

**Sigma Theta Tau
Alpha Iota Chapter
Qualitative Proposal Criteria**

I. Importance and relevance of problem:

- a. Has a researchable problem relevant to nursing been identified?
- b. Does the identified problem address a current healthcare need?
- c. Is the research question one that has received relatively little research activity?
- d. Is the investigation consistent with the purpose and aim of nursing research?

II. Clarity with which the problem is identified:

- a. Does the researcher clearly state the purpose for the qualitative study?
- b. Has a plan for studying the problem been clearly identified and executed?
- c. Is the problem appropriately narrow?
- d. Are the concepts under study clearly identified and defined?
- e. Does the theory clearly describe a notion, explain an idea, or predict what might be observed?

III. Adequacy of design and methodology?

- a. Is the design clearly indicated?
- b. Is it appropriate to the problem?
- c. Does the researcher propose to conduct the study in an appropriate setting?
- d. Are operational definitions used where appropriate?
- e. Does the researcher clearly describe sampling procedure(s)?
- f. Is the sample size adequate?
- g. Are the data collection methods clearly described?
- h. Are the data collection methods appropriate for the problem under study?
- i. Are appropriate validity and reliability issues described (checking for bias)?
- j. Does the procedure for data gathering address the researcher/subject relationship?
- k. Does the research question(s) relate to a designated theory? If so, is it appropriate?

IV. Data Analysis:

- a. Is the method for analysis of data gathered fully described?
- b. Does the procedure for data gathering indicate how the results will be reported?
- c. Are suggestions for use of the findings given?
- d. Does the bibliography reflect reasonable sources of related literature being investigated?

V. Budget and Timeline

- a. Is budget appropriate?
- b. Is timeline appropriate and feasible?