



## SMALL GRANT PROGRAM New Investigator Grant Criteria

### PURPOSE

The Academy of Orthopaedic Physical Therapy supports its members by funding studies to systematically examine orthopaedic practice issues. The purpose of this grant program is to address the urgent need for clinical research in orthopaedic physical therapy.

### TARGETED RECIPIENTS OF THE GRANT PROGRAM

The grant program is designed to provide funding to any Academy of Orthopaedic Physical Therapy member who has the clinical resources to examine a well-defined clinical practice issue, but who needs some external funding to facilitate completion of the clinical research project.

### GUIDELINES for PROJECT SPECIFIC GRANTS

#### Studies Eligible for Funding

**Eligible studies will address one of the following areas:**

- examine the effectiveness of a treatment approach on a well-defined sample of patients with orthopaedic problems
- examine patient classification procedures for the purposes of determining an appropriate treatment
- further establish the meaningfulness of an examination procedure
- examine the role of the orthopaedic physical therapist in the health care environment
- mechanistic studies that have a clear and direct impact on evaluation and/or treatment techniques used in orthopedic physical therapy practice.

#### Eligibility

1. Purpose: the grant should clearly address one of the areas described above for eligible studies.
2. Principle investigator (PI) must be a member of the Academy of Orthopaedic Physical Therapy, APTA and have a minimum of a BS in PT=degree
3. PI must not have received an AOPT award in this category as PI or Co-I within the last five years.
4. This category is open to all PIs at any level in their research career stage (from early career to late career).
5. Maximum of \$40,000 request.

### FUNDING

Individual grant applications are limited to a maximum 2- year period of funding, as described under each category. Applicants may request up to the maximum allowable over a 2-year period; however, applications for projects with smaller budgets are also welcomed and encouraged. Projects with funding from other sources are also eligible for funding by the Academy of Orthopaedic Physical Therapy; however, the applicant must justify the need for additional funding from the Academy of Orthopaedic Physical Therapy and must provide assurances to avoid overlap in funding.

Allowable use of funds is specific as defined below:

The grant may be used to purchase equipment, pay consultation fees, recruit patients or fund clinicians to collect data. The purchase of computers will not be acceptable for funding, unless strong support is provided that the workplace does not provide a suitable computer and if the computer is not purchased the study cannot be completed. Funds can be used for support personnel such as a data technician or research assistant.

Salary support for the investigators (principal investigators and co-investigators) is allowed, but the total for the investigators cannot exceed 30% of the total funds (budget) requested. Funding to support travel to present study findings at conferences (including CSM) should not exceed 5% of the total budget. The budget should reflect the total costs for performing the research.

If the grant budget includes proposed in-kind services, letters from appropriate supervisors or clinical entities indicating the approval of in-kind services or percent effort of researcher / clinician must accompany the grant.

There are no in-directs allowable for this grant mechanism.

If the grant is funded, monies will be release only after evidence of approval from the investigator's Institutional Review Board for Biomedical Research. Monies will be distributed at two time points, at the beginning of the funding cycle, and at then again at the midpoint of the funding cycle. Reporting of progress and budget will be required for midpoint release of funding and for approval of no-cost extensions.

## **REQUIREMENTS IF FUNDED**

Physical therapists receiving funding from this program will be expected to report their findings at a Combined Sections Meeting within 3 years of receipt of funding. Funds to travel to CSM must be included within the proposed budget. All abstracts and manuscripts that results from this funding must acknowledge AOPT as a funding source and be provided to the AOPT.

## **PROJECT SPECIFIC GRANT APPLICATION FORMAT**

All applications need to be submitted via the grants submission portal on the website. Applications should consist of the following documents in this order:

- Cover Sheet (available within the grants submission portal)
  - Title of the grant
  - Name and address of each PI and co-investigator
  - Dollar amount requested
  - Category of Funding (New investigator or Unrestricted)
  - Purpose (from the 5 listed for funding) that the grant addresses
  - Sponsored Programs official and signature
- Table of Contents (with corresponding page numbers for each section listed below)
- Section 1: Abstract
  - 1 page maximum
  - Background, Purpose, Design, Methods, Data Analysis, Significance
- Section 2 – 5: Research Plan
  - 10 page maximum
- Section 2: Specific Aims and Hypotheses
  - Make sure to state the purpose (from the 5 listed for funding) of the grant in this Section

- Section 3: Significance
- Section 4: Innovation
- Section 5: Approach
  - This should include: design, subjects, methods, variables, data analysis, power analysis, limitations, potential problems and risks
- Section 6: Bibliography
- Section 7: Subject recruitment plan (also see Appendix G)
- Section 8: Appendices
  - Appendix A: Timeline
  - Appendix B: Budget and Budget Justification. If you have a 2-year grant, your budget must be broken down into Year 1 and Year 2. (Carefully read the paragraph on funding above as it relates to allowable use of funds)
  - Appendix C: Biosketches and Role of each investigator
    - Role of each investigator
      - List each investigator's name
      - Indicate the role of each investigator
      - Limit: 1 page
    - Biosketches: NIH format (4 page maximum for each):
      - Name and Position Title
      - Education / Training (Institution and Location, Degree, Year, Field of Study)
      - Personal Statement
      - Positions and Honors
      - Contributions to Science
      - Research Support to include current/prior funding: agency, title of the project, a brief description of the project, amount of funding, percentage effort, year(s) of funding.
  - Appendix D: Facilities
  - Appendix E: IRB Informed Consent and Approval statement of submittal for approval
    - IRB Informed Consent Form with statement of IRB approval OR the consent form which will be/is submitted for approval
  - Appendix F: Other: Data collection forms, surveys, etc.
  - Appendix G: Letters of support from clinical partners and referring sources to support ability to recruit subjects
  - Appendix H: Previously funded by the Academy of Orthopaedic Physical Therapy?
    - Please submit as Appendix G, a brief summary (1 paragraph per project, with a total of 1 page maximum), to include: title of the funded project, date of funding and results of previous funding, and list the abstracts and publications as a direct result of funding.

- Appendix I: Resubmission. Was this grant previously submitted to the AOPT?
  - Please submit Appendix I: Resubmission. This section is limited to 2 pages, and should address the major differences between the current and previous grant application. It should address the reviewer's comments and clearly identify how these comments were addressed in the current grant application. Do not use text shading or any indication in the grant application as to the changes made, but rather indicate section and page as needed where previous review comments were addressed.

## FORMATTING

When formatting the application, margins must be 0.5 inch. Font must be either Times New Roman 12 point or Arial Regular 11 point. The applicant's last name and page number should appear at the top of every page, starting with page 1 with the first page of Section 2 (Specific Aims and Hypotheses).

## CRITERIA FOR REVIEW OF APPLICATIONS

Priority will be given to applications that meet the following criteria:

- The first and foremost criterion is scientific merit.
- Have a specific and well-designed purpose that is judged to be consistent with the types of research studies eligible for funding described above.
- The sample to be studied must include patients/clients with impairment of the musculoskeletal system. For studies examining the role of the orthopaedic physical therapist in the health care environment, the sample to be studied should include physical therapists involved in the delivery of orthopaedic physical therapy.
- Projects that examine the effectiveness of orthopaedic physical therapy.
- Studies that have evidence of preliminary work.
- Preference will be given to those who have not recently been funded by the Academy of Orthopaedic Physical Therapy, APTA.
- The five criteria for review: significance, approach, innovation, investigative team, environment / facilities

## REVIEW PROCESS

The Academy of Orthopaedic Physical Therapy Research Committee will review each proposal to determine if it addresses one of the five types of proposals eligible for funding as described under Guidelines. All eligible applications will then be forwarded to the External Grant Review Committee that will review and rate each eligible application, using the criteria for review stated above. The highest rated applications will be selected for funding. All applicants will be notified of the results by June 15th. Grants should indicate a start time no sooner than September 15th.

## SUBMISSION DEADLINES

The deadline for submission of materials is **March 15th, 2025 by 11:59pm Eastern Time.**