

SECTION ON PEDIATRICS, APTA

Guidelines for Clinical Research Grant Applications

Available to Section on Pediatrics Members only

Format for Proposal

Include sufficient, but concise information that will allow the reviewers to evaluate the proposal. The ability to present your proposal clearly and briefly may be considered by the reviewers to be an indication of your ability to have a focused approach to your research objective and to complete the project. Use the American Medical Association's writing and format guidelines. The proposal should include the attached cover pages and the sections described below. The Research Plan (A1-4) should not exceed 10 single-spaced pages (12-point type or larger), excluding references. Please include page numbers. Specific details on what to include in the Research Plan, Dissemination of Results, and Budget Sections are enclosed. Proposals must be e-mailed by the due date (or by the following Monday, if the due date falls on a weekend) to be eligible for review. To apply, send **two electronic copies** of your proposal, one with identifying information (author names, place of research, etc) and one with all identifying information deleted (do not just change the font color) to the Section on Pediatrics' Executive Office at pediatrics@apta.org. Applicants should submit a research proposal that includes:

A. Research Plan

- 1.) Specific Aims of the study
- 2.) Background and Significance
- 3.) Preliminary Studies (if applicable)
- 4.) Research Design and Methods
 - a. Subjects
 - b. Instrumentation, Materials, and Measurement
 - c. Procedures
 - d. Data Analysis
 - e. Human Subjects Approval
 - f. Study Time Table
- 5.) References

B. Dissemination of Results

C. Budget Information

- 1.) Budget (use enclosed form)
- 2.) Budget Justification

D. Appendices

- 1.) An abbreviated curriculum vitae (CV) of the primary investigator and other important research team members is required as one of the Appendices. (If you are applying for a grant to assist the completion of a thesis or dissertation, you must also submit the CV for your Committee Chair.) Only attach CVs to the two copies of your proposal with identifying information.
- 2.) Other Appendices can include items such as: Human Subjects approval notices, Preliminary data tables or figures, Unusual or unpublished measurement system explanations, etc.)

Review Procedure

A subcommittee of at least one primary and two secondary reviewers from the Section on Pediatrics Research Committee review the proposals. Each reviewer independently reads and evaluates the proposal. Secondary reviewers are blind to the investigator's identity and report their review results to the primary reviewer. The primary reviewer evaluates the study and the investigator's ability based on the attached CVs and submits the subcommittee's report and opinion regarding funding to the Chair. Each investigator receives a copy of the review summary from the Chair with the review committee's recommendation regarding funding.

SECTION ON PEDIATRICS, APTA
Clinical Research Grant Application Cover Sheet

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*** SUBMISSIONS MUST BE MADE ELECTRONICALLY***

Title of Proposed Study:

Name of Principle Investigator:

APTA Membership Number:

E-mail Address:

Address for Correspondence:

Daytime Telephone Number:

Name of Co-Investigators and Their Role in the Study (for students, list your committee members as co-investigators).

Name of Co-Investigator:

Role:

Name of Co-Investigator:

Role:

Name of Co-Investigator:

Role:

Name of Co-Investigator:

Role:

Name of Co-Investigator:

Role:

Award for which the proposal is being submitted:

\$5,000 Maximum Award

\$10,000 Maximum Award

\$30,000 Maximum Award

Is Proposal for a post-professional Master's Thesis or Doctoral Dissertation?*

Yes

No

* Grant applications that are being requested to support a graduate student's research must have approval of the student's graduate committee prior to grant submission.

Signature of Committee Advisor

Application Date for which the proposal is being submitted:

April 1

September 1

If awarded grant, please identify where and to whom the check should be made out.

Make Check Payable to:

Complete Address:

Social Security Number or Tax ID number:

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A. Research Plan

1. Specific Aims (What do you intend to do?)

State the purpose of the research describing concisely what the project is intended to accomplish. Include the research questions or hypotheses that will be addressed. One or two pages is recommended.

2. Background and Significance (What has already been done? Why is this work important to pediatric physical therapy?)

Summarize background information that directly relates to the purpose of the study. Cite previously published work that relates to your study. Indicate how your proposed study is different in design, methods, or subject from previously published studies. Clearly indicate how the results of your proposed study will contribute to the existing knowledge and the practice of pediatric physical therapy. Do not exceed three pages.

3. Preliminary Studies (optional)

Summarize the results of pilot studies or previous published or unpublished studies that have been carried out by the principle investigator that directly relate to the proposed study.

4. Research Design and Methods (How are you going to do the work?)

Describe the research design and the procedures to be used to accomplish the specific aims of the project. Include:

- a) The number, age range, gender, and health status of subjects that will be studied. Comment on feasibility of obtaining desired number of subjects.
- b) Instrumentation and methods of measurement.
- c) Procedures that will be used. Discuss potential difficulties and limitations of the proposed procedures.
- d) Data analysis and how results will be interpreted. Describe how each variable to be studied will be treated in the statistical analysis.
- e) Human Subjects. Provide evidence that approval for the proposed study has been granted by the Institutional Review Board of the institution of the principal investigator. If approval has not been received at the time proposal is submitted, indicate when a response is expected.
- f) Study timetable.

5. References

List in order of citation according to Guidelines for Instructions to Authors in *Pediatric Physical Therapy*. Single-space reference list.

B. Dissemination of Results

Describe how the results of the study will be shared with pediatric physical therapy colleagues. Grant awardees are encouraged to submit abstracts at the APTA Combined Sections Meeting and manuscripts to *Pediatric Physical Therapy*.

The principle investigator will also send a final report to the Chairperson, Research Committee, Section on Pediatrics no later than 18 months after funds are released. Reprints of manuscripts published from the project will be sent to the Section on Pediatrics. Investigators should acknowledge support from the Section on Pediatrics in any presentations or manuscripts.

C. Budget and Justification

The section on Pediatrics will fund projects for 12 months. Funds can be requested only for costs necessary to conduct the study. These include personnel, equipment, supplies and travel of the investigators or subjects associated with data collection. Complete the enclosed Budget Form and provide a budget justification on a separate sheet that explains how costs were established, and why the expense is necessary. The Section will not pay overhead or indirect costs. Expenses related to project dissemination are not allowed. Grant awards will be made directly to the principle investigator unless the principle investigator designates their institution as the payee.

CATEGORY OF EXPENSE	TOTAL COST ASSOCIATED WITH THE STUDY/PROJECT	AMOUNT REQUESTED FROM THE SECTION ON PEDIATRICS
Equipment (itemize)		
Supplies		
Travel		
Other (itemize)		
TOTAL DIRECT COSTS		