

Hand Rehabilitation Section, APTA
Application Guidelines for Harris Lindsey Grant Proposal
for Research in the Hand & Upper Quarter

1. Cover Sheet

The enclosed cover sheet should be completed and be attached to each copy of the proposal.

2. Abstract. 500 words limitation

State the application's broad, long term objectives and specific aims, making reference to the importance of the study to advance the body of knowledge related to hand rehabilitation. Describe concisely the research design and methods to achieve these goals and aims. Justify the relevance of the study to advance the field of hand rehabilitation.

3. Format requirements for the Proposal

Include concise information that will allow the reviewers to evaluate the proposal. Be specific and informative but avoid redundancies.

Do not exceed 10 single spaced pages with 12 point type or larger for the items A-D listed in the research plan. References are not included in the page limitation.

4. Proposal submission

Please submit 5 copies of your completed proposal applications (Title, Research Plan References, and Budget) to:

Research Chair, Susan V. Duff, PT, EdD, OT, CHT
130 S. 9th Street, Suite 830
Philadelphia, PA 19107
215-503-1644 (W) | susan.duff@jefferson.edu

The submission deadline is: August 1.

If you have questions regards the application process please contact Research Chair, **Applications that do not adhere to recommended type size or page limitations, or are not complete will be returned without review.**

6. Curriculum vitae.

Include curriculum vitae (CV) of the principal investigator and core co-investigators. Full CV's are accepted, but two page biographical sketches are accepted as well.

7. Research Plan (total of 10 pages)

Quantitative as well as qualitative study designs are welcomed. State clearly what type of study is proposed.

A **Specific Aims**

State the far reaching goals of the study. State the specific aims and purpose of the study and include research questions and hypotheses. (quantitative hypotheses do not have to be submitted for qualitative study designs)

One page recommended

B **Background and Significance**

Summarize pertinent background information that directly relates to the purpose of the study. Cite previously published work related to your study and explain how the proposed study is different or how it advances previous knowledge. Clearly indicate how the study will contribute to the existing knowledge and practice of hand therapy.

Two pages recommended

C **Preliminary Studies**

If appropriate, include results from preliminary or pilot studies, published or unpublished.

One page recommended

D **Research Design and Methods**

Provide a description of the research design and the procedures to be used to accomplish the aims of the study including:

- ✓ Study design
- ✓ Sample description – size, characteristics, inclusion and exclusion criteria.
- ✓ Sample size justification.
- ✓ Instrumentation and equipment to be used. Include information about reliability and validity of used measures.
- ✓ Procedures. Include procedures to adhere with guidelines for the testing of human subjects.
- ✓ Data analysis. The data analysis should fit with the aims of the study.
- ✓ Evidence of Institutional Review Board approval when appropriate. Provide the name of the facility where IRB approval was obtained, or where IRB approval will be requested.

Six pages recommended.

E. **Study time table and plans to disseminate the study results**

- ✓ Study time-table. Describe the time table of your study. Include major components, such as data collection, data analysis, dissemination of the results, presentation plans.

F **References**

Follow guidelines in the AMA Manual of Style or guidelines according to the guide for authors published in *Physical Therapy*.

8. Plans to disseminate the study results.

- ✓ Describe plans to disseminate the study results including time table of submission for presentation/publication, and suggested meetings for presentations, or journal for publication.

9. Budget and Justification

Complete the enclosed Budget Form and provide a budget justification on a separate sheet that explains how costs were established. Funds can be requested only for costs necessary to conduct the study. Indirect or overhead costs will not be funded. Grant awards will be made directly to the institution of the principal investigator. The principal investigator can request an alternative designation if the institution lacks the organizational structure to handle incoming research support funding.

APPENDICES

- 1. Cover sheet**
- 2. Budget Form**

**Hand Rehabilitation Section, APTA
Leslie Harris Lindsey Grant for Research in the Hand & Upper
Quarter Application**

Cover Sheet

Title of Proposed Study: _____

Name of Principal Investigator: _____

Correspondence Mailing Address: _____

Email: _____ Fax: _____

Home Phone: _____ Work Phone: _____

Names of Co-Investigators listed with academic credentials and clinical certifications and their role in the study.

<u>Name</u>	<u>Role in Study</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I have read the description of this grant opportunity, understand and will fulfill my responsibilities in case my project is selected for funding.

Signature of principal investigator:

_____ Date: _____

Hand Rehabilitation Section, APTA
 Leslie Harris Lindsey Grant for Research in the
 Hand & Upper Quarter Application
Budget Form

Expenses and Requested Funding		
Category of Expenses	Total Cost Associated with the Study/Project	Amount Requested from the Hand Rehabilitation Section
Investigators		
Consultants		
Equipment		
Supplies		
Recruitment of Subjects		
Other (Itemize)		
Total Direct Costs		