



RESEARCH GRANTS PROGRAM GUIDELINES AND INSTRUCTIONS

INTRODUCTION

The FWATA Research & Grants Award Program provides recognition, financial support, and encouragement for quality research from members of District 8. Funded projects must be designed to expand the body of knowledge in athletic training and improve clinical practice.

All grant proposal application and contact information can be found on the Committee website:
<http://www.fwatad8.org/committees/research-grants-committee/>

WHO MAY SUBMIT A PROPOSAL?

Any current member of District 8 is eligible for an award. Students must be sponsored by a certified member of District 8. Priority will be given to high-quality proposals submitted by new investigators and those who have not been previously funded.

WHAT TYPES OF PROJECTS CAN BE FUNDED?

The proposed project must be for original research designed to expand the existing body of knowledge in athletic training. The proposal may not include work that has already been performed. Pilot work that would not produce reportable results (i.e. studies designed to test feasibility or methodology) will not be considered, nor will work that is intended to develop a product that is essentially commercial.

HOW TO SUBMIT A PROPOSAL

Completed proposals, including cover form, must be emailed to the Research & Grants Committee Chair – Dr. Kara Radzak at kara.radzak@unlv.edu

- Please name your file: “Last Name”- FWATA grant “2024”

Proposals are due by **April 1st, 2024 at 11:59 PM Pacific**. Late submissions will not be accepted.

AWARD AMOUNT

FWATA Research and Grants Committee limits awards to **\$3,000**.

Funds **shall not be used** to:

1. Pay institutional imposed indirect (overhead) costs.
2. Support research that is intended to result in the development of a product that is essentially commercial.

GRANT PREPARATION INSTRUCTIONS

FORMAT

- Prepare the application in MS Word (.docx) format
- The cover sheet must be typed and have all required signatures. Electronic signatures are acceptable.
- 8.5 x11" page size with at least one-half inch margins (1/2") margins all around
- 11-pt. font or larger, single-spaced
- AMA style for citations

APPLICATION CONTENTS

1. [Cover Sheet](#) (must be typed, except for signatures)

2. [Specific Aims \(1 page\)](#)

In a single page, the project team should provide an overview of the entire project, written to establish an Athletic Training related problem, the gap in the knowledge needed to address the problem, and why this project will fill this critical gap. Please explain the overall significance of the project – why it's an important project and how it will advance the state of the science. In doing so, the project team should address the long-term goal of the application or investigator(s).

Importantly, the Aims page must clearly articulate the goal(s) of this specific proposal. Ideally, the aims should be related, but not dependent, upon each other. Hypotheses should also be included, but not all proposals require hypotheses.

3. [Research Strategy \(4 pages\)](#)

A. Significance and Innovation

Explain why your project is important; describe the theoretical basis and practical rationale for the project. Describe how the study will contribute to and expand the existing body of knowledge in athletic training. Describe how the study uses a novel approach to addressing the Problem.

B. Approach

Describe your research methodology and design as precisely as possible, qualitative or quantitative analysis. Describe and identify the independent and dependent variables in precise terms, subjects, sampling procedure and sample size, power analysis, subject protection, instrumentation, reliability, validity, and descriptive and inferential statistical analysis.

4. [Appendix](#)

Beyond the Research Strategy, the additional information outlined below should be uploaded as appendices. These pages do not count against the Research Strategy page limit. Additional content addressing the research approach will not be considered.

Appendix A: References

Provide complete bibliographic information for references cited in the Research Strategy. AMA style should be used.

Appendix B: Timeline

Should clearly identify a progressive timeline (including specific dates) for completion of the project. At the time of submission, the timeline should clearly show that the study has NOT already started (i.e. data collection begun). The only exception is that the IRB process may have been initiated, but no subject recruitment or actual data collection should be underway.

Appendix C: Additional Materials

Appendix B should contain materials that support the Research Approach. When available and applicable, the following materials should be presented in this appendix:

1. Informed consent form
2. Survey instrument(s)
3. Interview script(s)
4. Multi-PI and/or multi-site plan

Appendix D: Budget and Budget Justification

This appendix must include the overall budget for items will be covered by the funds requested from the FWATA Research and Grants Committee.

Funds may be used for:

1. Personnel
2. Supplies
3. Participant incentives
4. Travel to FWATA Annual Meeting and Clinical Symposium for the purpose of presenting results of the grant

Following the itemization of the budget (see sample budget template below), a justification for each budgeted item must be included. The following must be specifically addressed:

Salaries/Wages: All monies that will be used to provide salaries, hourly wages or assistantships for this project. If salary is requested, identify the percentage of effort and base salary used for the calculation. For example: 10% effort and a salary of \$40,000 per year = \$4,000 requested for salary support. If salary support will be donated, please include a letter of support from the PI's department chair or dean addressing salary support (release time) in Appendix E.

Fringe Benefits: The current percentages and amounts of money that will be used to pay fringe benefits and other payroll expenses for those persons receiving salaries, hourly wages or assistantships. This is determined by the PI's institution.

Equipment & Supplies: This includes all purchases necessary to complete the project that will be acquired through funds provided as part of the grant. Specify the company, model and cost of individual equipment items in the justification. The quantity, cost, and source of supplies should be itemized.

Travel Costs: The principal investigator (PI) or a pre-approved co-PI will be contractually obligated to present the results of the study at a future FWATA Annual Meeting. Travel costs, conference registration, one night lodging and one day per diem, in accordance with General Services Administration (GSA) rates, are allowed. Travel expenses for data collection are also allowable. Transportation costs (e.g. mileage or airfare) should be itemized and justified.

Sample Budget Template (1 page)

The budget below is an example to be used as a template with the grant application. Please modify as needed to address the needs of each application, but the overall categories should remain.

Personnel	Base Salary	Total Effort	Total
Hourly support	\$10/hour	50 hours	\$ 500
Consultant			\$ 500
Fringe	Percentage		
Hourly support		30%	\$ 150
Travel – FWATA Meeting			
Registration			\$ 195
Per Diem			\$75
One night hotel			\$230
Round-trip private auto 258 miles @\$.58 per mile			\$150
Supplies			
1.5 mm Reflective Markers (15)	\$30 each		\$450
Other Costs			
Stipends (30 participants)	\$25 each		\$ 750
TOTAL (max \$3,000)			\$ 3,000

Appendix E: Personnel

This appendix must include a biographical sketch for each individual (key personnel) involved with the project. Key personnel typically include all individuals with doctoral or other professional degrees. However, in some projects, this will include individuals at the master's or baccalaureate level, provided they contribute in a substantive way to the project's scientific development or execution. Each completed sketch must not exceed three pages and must include: name; position title; role in proposed project; chronological summaries of educational background and employment history (years, degrees, institutions, departments, positions); chronological listing of all publications of the past three years and representative earlier publications pertinent to the proposed project; research funding history; and honors and awards. A template biosketch can be found here on the NIH website [here](#).

Appendix F: Facilities

This appendix will contain a description of the facilities that are currently available for the completion of the project. If a facility (e.g. laboratory, high school, clinic, etc.) will be used that is not controlled directly by the unit employing the Principal Investigator, a letter from the facility's director, indicating that the facility will be available for the duration of the study, must be included.

REVIEW CRITERIA

Within the Research Strategy, reviewers will consider each of the criteria below in the determination of scientific and technical merit and give a separate score for each. An application does not need to be strong in all categories to be judged likely to have major scientific impact. For example, a project that by its nature is not innovative may be essential to advance a field.

Significance: Does the project address an important problem or a critical barrier to progress in the field? Is there a strong scientific premise for the project? If the aims of the project are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved? How will successful completion of the aims change the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field? Do references reflect an understanding of current literature related to the research question?

Investigator(s): Are the PIs, collaborators, and other researchers well suited to the project? Do New Investigators have appropriate experience and training? Do established investigator(s) have an ongoing record of accomplishments that have advanced their field(s)? If the project is collaborative or multi-PI, do the investigators have complementary and integrated expertise; are their leadership approach, governance and organizational structure appropriate for the project?

Innovation: Does the application challenge and seek to shift current research or clinical Athletic Training practice or education paradigms by utilizing novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense? Is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions proposed?

Approach: Are the overall strategy, methodology, and analyses well-reasoned and appropriate to accomplish the specific aims of the project? Have the investigators presented strategies to ensure a robust and unbiased approach, as appropriate for the work proposed? Are potential problems, alternative strategies, and a timeline for success presented? If the project is in the early stages of development, will the strategy establish feasibility and will particularly risky aspects be managed? Have the investigators presented adequate plans to address relevant biological variables, such as sex, for studies in vertebrate animals or human subjects? If the project involves clinical research, are the plans for 1) protection of human subjects from research risks, and 2) inclusion of minorities and members of both sexes/genders, as well as the inclusion of children, justified in terms of the scientific goals and research strategy proposed? Are the statistical approaches well explained and adequately powered?

Environment: Will the scientific environment in which the work will be done contribute to the probability of success? Are the institutional support, equipment and other physical resources available to the investigators adequate for the project proposed? Will the project benefit from unique features of the scientific environment, subject populations, or collaborative arrangements?

REVIEW PROCESS

All applications will be reviewed by the FWATA Research & Grants Committee comprised of at least two athletic trainers that are current members of District 8, at least one of whom is doctorally-trained in research. The primary role of this group is to evaluate each proposal and recommend those that are deemed to be acceptable for funding.

The general procedure for review is as follows:

1. The Committee Chair will collect and screen applications for completeness and adherence to grant preparation instructions. Complete grants will then be distributed to the committee for review.
2. Committee members will independently review applications using a review rubric.
 - a. Committee members with a conflict of interest (e.g. are co-investigators on a grant or are from the same institution) will not review grants.
3. The Committee will meet to discuss the grant reviews and will determine:
 - a. A ranked order of all proposals
 - b. Which grant(s) are suitable for funding
4. The Committee Chair will submit a written evaluation of the grants to the District 8 Managing Board. This evaluation will include specific recommendations on the number of grants to award and the amount of funding awarded for each grant. The Managing Board makes the final funding decision.

Note: It is possible that the review committee will not deem any grant applications to be suitable for funding and will therefore, not recommend any grants for funding.

NOTIFICATION OF AWARD

Grant winners will be notified and recognized at the FWATA Annual Meeting and Clinical Symposium Awards banquet.

OBLIGATIONS

Recipients of a FWATA Research Grant must:

1. Assure that no person shall, on the grounds of race, color, national origin, gender, age, or handicap, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination while you are receiving assistance from the FWATA Research & Grants Committee.
2. Ensure that any agency associated with the project will subscribe and adhere to the guidelines for nondiscrimination, reporting obligations and use of funds associated with this award.
3. Notify the FWATA Research & Grants Committee Chair of any modification to the original proposal at any time during the course of the project.
4. File research progress reports with the FWATA Research & Grants Committee Chair at six-month intervals (or upon request).
5. Disseminate their results within one year from the completion of the study through presentation at the District 8 Annual Meeting and Clinical Symposium.
6. Submit the abstract for presentation at the NATA Annual Meeting and Clinical Symposia.



RESEARCH GRANT PROGRAM APPLICATION COVER SHEET

Please submit this typed document in .pdf format with original signatures (electronic or wet are acceptable).

TITLE of PROJECT

PRINCIPAL INVESTIGATOR (PI):

Name and Credentials: _____

NATA membership # _____ BOC # _____ NPI #: _____

Name of Institution _____

Address _____

City _____ State _____ Zip _____

Phone: _____ Email: _____

If the PI is a professional student member of District 8, please provide:

Name of sponsoring AT: _____

NATA membership # _____ BOC # _____ NPI #: _____

PROJECT FUNDING

Estimated Cost for Project Completion \$ _____
(Include budget and justification in Grant Proposal)

Total Amount Requested from FWATA Research & Grants Committee \$ _____
(Include other sources of funding and feasibility of completing project in Grant Proposal)

SIGNATURES

PRINCIPAL INVESTIGATOR

Signature: _____

Date: _____

INSTITUTIONAL OFFICIAL (Chair, Dean or designee)

Name: _____

Title: _____

Signature: _____

Date: _____