AACPDM

RESEARCH GRANT
Sponsored by the Pedal-with-Pete Foundation

Pedal-with-Pete®
Partnering for cerebral palsy research

Introduction

A key mission of the Academy is to promote excellence in research for the benefit of persons with cerebral palsy and childhood-onset disabilities. One way in which the Academy promotes research is through the annual Research Grant.

The Research Grant provides seed funding to develop a high-quality clinical research project/program. The award is expected to produce a competitive interdisciplinary, multi-investigator/center grant proposal for submission to larger agencies/funders of research in any area relevant to the AACPDM. **Any member of the AACPDM is eligible to apply.** Only one grant application per member will be considered in a given budget year. The budget limit is **US$25,000** (subject to approval by the Board, which reserves the right to amend the amount awarded).

Successful applicants are expected to take up the award within one month of the award announcement. The funds must be spent within 18 months. Applicants unable to meet this timeframe will forfeit the grant but will be eligible to re-apply in a subsequent year. Unspent funds after 18 months are expected to be returned.

Application information

Submission deadline: Friday, September 30, 2016

Applications must be submitted online at http://www.aacpdm.org/awards/grants. Pages 3-5 of this outline explain what must be included in the application.

Use of Funds

The award may be used to fund any of the elements necessary to develop the full grant proposal. These may include costs for:
- Teleconferences or meetings of the collaborating team of investigators to plan and develop the research protocol including study design, outcome measures, recruitment strategies, data collection and management, analysis, etc
- Methodologic/Statistical support or consultation
- Preparation of application/s for institutional ethics approval
- Support for investigators time
- Pilot project/feasibility study in preparation for multi-center project
- Validation of outcome measures intended for multi-center project

The funds are not intended for:

- Institutional indirect costs
- Consultant fees or salaries
- Purchase of personal computers or equipment
- Stipends or fees for students or post doctoral fellows

Scoring of Applications

Reviews are based on the following criteria.

- Significance: Does this study address an important problem in cerebral palsy? Is this project relevant to the aims of AACPDM? If the aims of the application are achieved, how will scientific knowledge or clinical practice in cerebral palsy be advanced? What will be the effect of these studies on the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field?
- Innovation: Is the project original and innovative? For example: Does the project challenge existing paradigms or clinical practice; address an innovative hypothesis or critical barrier to progress in the field? Does the project develop or employ novel concepts, approaches, methodologies, tools, or technologies for this area?
- Approach: Are the conceptual or clinical framework, design, methods, and analyses adequately developed, well integrated, well-reasoned, and appropriate to the aims of the project? Does the applicant acknowledge potential problem areas and consider alternative tactics?
- Investigators: Are the investigators appropriately trained and well suited to carry out this work, even if they are junior? Is the work proposed appropriate to the experience level of the research team? Does the research team bring complementary and integrated expertise to the project (if applicable)?
- Environment: Does the scientific environment in which the work will be done contribute to the probability of success? Do the proposed studies benefit from unique features of the scientific environment, or subject populations, or employ useful collaborative arrangements? Is there evidence of institutional support?
- Overall Impact: This will take into consideration all of the above plus:
  - *Feasibility and Timeliness.* Is the proposed timeline for the project feasible? Is the project likely to be successful and completed within the timeframe proposed? Is the time frame proposed appropriate for this funding timeline?
  - *Budget.* Does the budget appear appropriate for the studies proposed? Are there other funds that support this work and supplement the budget? Are funds requested for allotted activities?

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RESEARCH GRANT APPLICATION

The following four items will be entered directly into the online application form.

1. Title of project
2. Name and email of person to whom communications should be sent (PI at lead site, must be an AACPDM member):
3. Projected budget:
    (i) Amount requested in US dollars
    (ii) Calendar period requested
4. Lay summary of research. State the aims, methodology, and significance of the research in lay language. Do not exceed 200 words.

Sections A-D below will be uploaded to the grant submission form as separate PDF documents, one for each section.

SECTION A: APPLICANT INFORMATION

For each applicant, please provide the following:
- Full name and addresses/e-mail of applicants
- Other Funding: List previous (past 5 years) and current support for all research projects in which the applicants are (or have been) involved, including applications pending decision from other sources.
- Time and effort. Estimate the % time the applicants expect to commit to this project as well as approximate % time on other ongoing research projects.
- Confirm that the guidelines have been read and understood by all named applicants and that applicants will take up the grant within one month of award announcement.

SECTION B. OUTLINE OF PROPOSAL

Instructions: Applicants must use the following bold face headings in their application and should adhere to the page limits indicated. Use single spaced text and minimum 11-point font. ***This section should not exceed 10 pages.***

Synopsis / Abstract (1 page):
- Summarize the proposed research and planning process.

Background / Rationale (Up to 3 pages):
- Provide the context and rationale and goals for the proposed research supported by review of the literature when applicable (The Vancouver style should be used for references: superscript in text, with a numerical list of references at the end of the review.)

Specific Aims (1 Page)
- Provide the specific aims of the proposal or proposed project including any hypotheses.

Research Methods/Plans (Up to 4 pages):
- Describe how the proposed research will be conducted to address the specific aims of the project/program of research, including the proposed study design (eg. clinical trial, longitudinal cohort study; outcome measure development/validation, etc.); the population/s of interest; treatments and controls of interest (if applicable); expected sample size; baseline variables; primary and secondary outcome measures; plans for data collection, data management and data analysis.
- Provide a time-line and overall plan of research. Where appropriate, supply figures, and flow charts to outline key steps and goals.

Proposed Investigators/Sites & Contributions (1 page):
- Provide the names of the collaborative investigators and outline their expertise and proposed contributions to the project. Include, if applicable, the contributions of the collaborating institutions, sites or facilities. (2 page Biosketch attached separately in Section D)

Relevance to AACPDM (1/2 page):
- State the relevance and importance of the proposed research to the AACPDM
- State the projected outputs (e.g., publications, presentations) and outcomes (e.g., changes in health care policy/delivery) of the multi-center clinical research.

SECTION C. BUDGET AND JUSTIFICATION

- Budget page. Identify how the group would spend the grant to achieve their aims. Justify specific expenses, including travel, statistical support, PI salary support.
- Budget table. A sample budget table is provided below which can be adapted. Costs for the principal investigator should be provided separately, whereas costs for named investigators should be aggregated into one sum. Statistical costs would generally come under "other" (unless provided by a named investigator).

BUDGET	Other	Principal Investigator	All other named Investigators
Salary Support			
Travel costs			
Airfares			
Accommodations			
Other travel related costs			
TOTAL salary and travel costs			

Conference Calls			
Statistical costs/Consultation			
Development of study protocols (Manual of Operations/Procedures)			
Ethical Approval Application			
Other support needed for grant proposal (clarify under budget justification)			
TOTAL COSTS			

Other support for this project:
- List all other financial support received, or anticipated, to support the development of this project and the granting agencies involved.

SECTION D. BIOGRAPHICAL SKETCHES & LETTERS OF COLLABORATION
- Attach brief (2 page) biographical sketch for each named applicant.
  The biographical sketch should include the following.
    a) Full Name
    b) Degree/Diploma, including conferring institution, field of study, year
    c) Present position and date appointed
    d) Brief summary of previous academic and research experience
    e) Current and past funding (amount, funding body, years of award)
    f) Most important publications within last 10 years

- Letters of collaboration must be included from key collaborators, outlining their commitment to the project (attach to Section D).