

Eastern Athletic Trainers' Association
Supported Research Program

**2021 GRANT SUBMISSION
GUIDELINES**

PROGRAM PURPOSE:

The purpose of the EATA supported research program is to facilitate the advancement of the athletic training profession. Funding priority will be given to basic, applied, and service related research initiatives. Research initiatives should focus on the domains of athletic training as identified in the National Athletic Trainers' Association (NATA Role Delineation Study).

Research Personnel Requirements

Interdisciplinary collaboration between athletic trainers and other health-care researchers is encouraged. It is imperative that appropriate standards be maintained when conducting research. Fostering high standards of excellence in research can best be attained by including qualified personnel, as per the focus of the research study, who can serve to ensure that the findings are acceptable in accordance with peer review. Furthermore, the principal investigator must be a certified member of NATA and a member of EATA (District I or II).

Submission Requirements

Applicants are required to **electronically via e-mail** submit the grant proposal file (see below for complete instructions) to the Grants Sub-Committee chair (Stephen Thomas, PhD, ATC; stephen.thomas.jefferson.edu) by 11:59 pm EDT on January 15th. This email must be date/time stamped by 11:59 pm EDT on January 15th. Late submissions will not be accepted. All applicants should receive e-mail notification that their applications have been received within 48 hours; however, this e-mail notification does not imply that the application materials are complete. The principal investigator will be required to make an oral presentation of the research findings at the EATA Annual Meeting in the year following the formal award announcement.

Instructions for Submission:

1. Prepare your original proposal and supporting documents in MS WORD
2. **Combine all required documents into a single PDF file in the following order:** 1) Grant Application Form, 2) Curriculum Vitae Form, 3) Proposal Narrative, 4) Budget and Budget Justification.
3. **Send the single merged PDF file** as an e-mail attachment to Stephen Thomas at stephen.thomas@jefferson.edu.

LEVEL OF FUNDING:

1. 1-year grant for a maximum of \$10,000.00 for direct project costs only. Indirect costs will not be supported by the grant.
2. **Conference presentation expenses for the EATA Annual Meeting to include travel and one night hotel stay should be included in the grant budget and budget justification. Complementary registration will be provided by the EATA for the grant recipient to present their research findings.**
3. At their discretion, the grant committee may fund multiple grants at a lower level. In this case, only one award will include authorized travel expenses.

DEADLINE FOR APPLICATION:

Completed applications must be electronically date/time stamped by 11:59 pm EDT on January 15th. Recipients will be notified on or about June 1st pending approval of the EATA Executive Board. The formal award announcement will be made at the subsequent EATA Annual Meeting.

Eastern Athletic Trainers' Association
Supported Research Program

GRANT SUBMISSION GUIDELINES

Application Guidelines

Evaluating the appropriateness, as well as the quality of the research proposal necessitates an accurate, thorough, and complete description of the research study. To this end, information specific to the study's purpose, related literature, protocol and methodology, perceived benefits, budgets, faculty ability to complete the proposed work within the funding period, and assurance of compliance must be provided. While preliminary data are not necessary for this funding mechanism, pilot work and information showing some mastery of methods often enhances an application.

The proposal narrative cannot exceed the page limits listed below for each section; however, applicants are encouraged to maximize the space available. The proposal narrative should be written in a comprehensive manner and should be able to stand-alone without the need for appendices. Therefore, Appendices will not be accepted in the grant document. ***Proposals should be single-spaced with margins of at least 0.5 inch and use at least 11 pt font of either Times New Roman, Arial (NOT Arial Narrow), Georgia, Helvetica, Palatino Linotype, or Calibri.*** Each page should be numbered and display the name of the Principal Investigator.

The Grant Proposal Narrative contents and specific page limitations are as follows:

- *Abstract*
- *Specific Aims/Hypotheses* – one page maximum
- *Research Strategy (6 pages maximum) that includes the following:*
 - Significance (include how the project benefits the athletic training profession)
 - Innovation
 - Preliminary Data (*optional*)
 - Approach (including research strategy, methods, and analyses)
- *References-no page limit*
- *Itemized Research Budget and Budget Justification which must include travel expenses for presentation at the EATA annual meeting (e.g., travel and one night hotel stay).*
- *Curriculum Vitae of all Research Team Members* – must use EATA form (two page maximum)

Upon receipt of the grant application, a mechanical review will be conducted to ensure that the application includes all requested materials and is presented in the requested format. An application will be considered incomplete and returned if it is not typed, it fails to adhere to the aforementioned instructions, or the material presented is insufficient to permit an adequate review. Review of all submitted proposals and recommendation of the award recipient to the EATA Board of Directors will be the responsibility of the EATA Research Committee. Grants will be reviewed based on:

- The overall neatness and thoroughness of the grant application
- The purpose, objectives, and goals of the study should be concise, clearly stated, and related to athletic training.
- The significance section should be complete, concise, and establish relevance for the study.

Eastern Athletic Trainers' Association
Supported Research Program

GRANT SUBMISSION GUIDELINES

- The research design and statistical analyses should be appropriate for the hypotheses.
- The appropriate instrumentation should be utilized.
- The authors should have established an appropriate level of power.
- Appropriate pilot work having been completed.
- The significance and benefits to the field of athletic training research and athletic training clinicians are clearly stated.
- The budget is appropriate for the investigation, detailed and understandable, includes travel expenses to present findings at the EATA annual meeting, and is vital to the success of the proposed study.
- The research team's potential for successfully completing the proposed study.

REVIEW PROCEDURES

1. All submitted proposals will initially undergo mechanical review to ensure that applications are in adherence with the grant proposal guidelines and requirements.
2. If greater than 6 proposals are submitted, the abstract and specific aims pages will be reviewed by each member of the EATA research committee that does not declare a conflict of interest. Each reviewer will provide an initial overall impact score based on this preliminary review. Only those applications that score in the upper 50% following initial quality review will undergo subsequent full review. All proposals will be reviewed with the full review process if fewer than 6 proposals are submitted.
3. Those grants that are identified for full review will then be reviewed by no less than 3 independent reviewers including one content area expert.
 - a. Reviewers will score all grants utilizing a standardized scoring criteria
 - b. The research subcommittee chair will tabulate and review all scores and make a recommendation for funding to the committee based on the scores
 - c. The research committee will vote to approve a final funding recommendation to the EATA Board of Directors
 - d. The EATA Board of Directors will make a final decision on funding
 - e. In order for the reviews to be independent, reviewers will be asked to declare any potential conflicts of interest and will not be from the same institution/lab
4. Feedback will be provided for all applications that undergo full review.
5. The research committee will provide formative feedback to proposals that do not undergo full review, if possible, based on the total volume of submissions.

Review Criteria

Each EATA Grant submission is evaluated by at least 3 reviewers (e.g., 2 research committee members, 1 outside content expert) using a standardized evaluation form. The EATA Research Committee utilizes a 9-point rating scale (1 = exceptional; 9 = poor) for all applications; the same scale is used for overall impact scores and for criterion scores. 5 is for a good medium-impact application and considered an average score. No formula is used to derive the overall impact score from the individual criterion scores, and reviewers are instructed to weigh the different criteria as they see fit in deriving their overall scores. Note that an application does not need to be strong in all categories to be judged likely to have major scientific impact and thus, deserve a high impact score.

Eastern Athletic Trainers' Association
Supported Research Program

GRANT SUBMISSION GUIDELINES

Each reviewer assigned to an application gives an overall impact score for that application and a funding recommendation (i.e., Strongly recommend, recommend, do not consider). Each reviewer assigned to an application also will provide a separate score for each of the review criteria (i.e., Significance, Investigator(s), Innovation, Approach, Justification).

Tips for Writing the Grant Proposal:

Specific Aims / Hypotheses

- Should capture the essence of the entire proposal
- Clearly state the problem to be studied
- Specify what aspect of the problem you will solve
- Provide an overview of how you will solve the problem (approach)
- Describe the gap that will be addressed and why it is important (significance)
- Clearly state the overall objective of the proposal
- Specific aims should be parallel, but not dependent on each other
- Hypotheses should be supported by a clear rationale

Significance

- State how the project addresses an important problem
- Describe the strengths and weaknesses of the existing literature related to this project, and how this project progresses the field
- Demonstrate how clinical practice will be improved if the aims of the project are achieved

Innovation

- Tactful critique of current strategies or practice
- Explain why this new approach is likely to advance the athletic training profession

Approach

- Address how the overall strategy, methods, and analyses are well-reasoned and appropriate to accomplish the specific aims of the project
- Describe potential problems, alternative strategies, and benchmarks for success
- If the project involves human subjects, explain how the research plan addresses the protection of human subjects.

AWARD RECIPIENT OBLIGATION:

1. It is requested that the principal investigator be present at the EATA annual meeting the year following the award notification for the formal award announcement and to accept the initial award.
2. A head & shoulders photograph with a brief biography will be provided by the principal investigator and submitted to the EATA Information Chair for display in the EATA Information Center by November 1st of the grant award year.
3. The principal investigator must make an oral presentation of the research findings at the EATA Annual Meeting in the year following the formal award announcement. The principal investigator must work with the EATA to receive EBP CEUs for their presentation.
4. The principal investigator must submit presentation handouts to the conference program chair by December 1st prior to the conference presentation

Eastern Athletic Trainers' Association
Supported Research Program

GRANT SUBMISSION GUIDELINES

5. A brief summary or abstract of the completed grant project will be provided by the principal investigator and submitted to the EATA Information Chair for display in the EATA Information Center by the December 1st prior to conference presentation.
6. The presenter will be acknowledged at the Banquet the year of the presentation.

INFORMATION AND APPLICATION:

Pertinent information may be found at the EATA website: <http://www.goeata.org/>

Or by request:

Stephen J. Thomas, PhD, ATC
stephen.thomas@jefferson.edu

Eastern Athletic Trainers' Association
Supported Research Program

GRANT SUBMISSION GUIDELINES

Research Grant Award Schedule

DEADLINE DATE*	ACTION
Date/time stamped by 11:59 pm EDT January 15 th	Deadline for Submitting Application Electronically to Research Sub-Committee Chair (Stephen Thomas; stephen.thomas@jefferson.edu)
February 1 st	Applications distributed to committee members for review
April 15 th	Committee identifies an award recipient
May 1 st	Chair, Research Committee recommends to EATA president and Executive Board
June 1 st	Award recipient notified of selection (pending EATA Executive Board approval) and requested to be at EATA Annual meeting (January) for award announcement
January 2022	Requested attendance at EATA business meeting to accept award
January 2023	Present research findings at EATA

***Committee dates are subject to minor delays depending on total proposal submissions**

Award Payment Schedule:

First Payment (50%): upon request to the EATA Treasurer and is available upon award notification.

Final Payment (50%): shall be released upon receipt of the first quarterly report based upon the timely submission and documentation of adequate progress in accordance with the reporting requirements