

Guidelines for Academy of Physical Therapy Education Research Grant Proposals

Introduction

One-year research grants are available to assist Academy of Physical Therapy Education members in conducting or planning for research that investigates a question of importance to the advancement of education in physical therapy. Questions related to the education of patients/clients, PTs/PTAs or PT/PTA students will be considered.

Education research is a field of inquiry aimed at advancing knowledge of education and learning processes, and development of the tools and methods necessary to support this endeavor. Education researchers aim to describe, understand, and explain how learning takes place throughout the life cycle and how formal and informal processes of education affect learning, attainment and the capacity to lead productive lives. Scholarship in this arena is undertaken at the individual, situational, institutional, and social structural levels of analysis. The unifying purpose for education research is to build cumulative and sound knowledge about human and social processes of fundamental significance to individuals, to groups, and to the larger society.

<http://www.aera.net/About-AERA/What-is-Education-Research>

Applications are reviewed once yearly for a maximum budget of \$25,000. All budgets are rigorously reviewed and require justification for expenses. Grant recipients must account for all expenditures in the final report and return unused funds to the Academy of Physical Therapy Education. Funds cannot be used to attend conferences to disseminate results or for indirect costs or overhead.

Application Process

Submission Deadline: October 1 yearly

Instructions

When writing a grant proposal, include sufficient but concise information that will allow the reviewers to evaluate the proposal. The reviewers might consider your ability to present your proposal clearly and briefly 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 referencing guidelines (see *Physical Therapy* for examples).

All budgets will be rigorously reviewed and require strong justification for proposed expenditures. Investigators are highly encouraged to budget only essential amounts and not the maximum amount available. Include the costs related to the research grant that will be provided by "in kind" contributions or other sources of funding in the budget. Providing letters of support of "in kind" contributions and resources is highly encouraged. An otherwise good proposal with an inadequate budget justification will not be funded. Grant recipients must submit a full accounting of expenditures with the final report.

The proposal should include the cover page and the sections described in the application. Page limits are listed for the application, excluding references and appendices. Please include page numbers.

Format

Proposals must be e-mailed to the current Academy of Physical Therapy Education (APTE) Research Committee Chairperson, as noted on the APTE website, by the due date to be eligible for

review. Maintain 1" margins and utilize an 11 pt (single spacing acceptable). Send two electronic (PDF) copies of the proposal, one including identifying information (investigator information, place of research, etc.) and **one masked application with ALL identifying information removed**. Grant applications that are not masked will be returned to the authors prior to the review process. All pages of each proposal should be included in a single file. This includes, but is not limited to, the signed application cover page, application, budget, bio-sketches and appendices (if applicable).

Review Procedure

The APTE Research Committee reviews and ranks **masked** grant applications. Grants are awarded based on merit and scientific contributions to the field of education in physical therapy. Each grant application is reviewed by one primary reviewer and one secondary reviewer. All reviewers score all review criteria. Composite scores, comments from each reviewer and summary statements from the primary reviewer are forwarded to the Chair of the APTE Research Committee. Summary feedback is shared with the applicant upon request after final funding decisions have been announced. Reviewers may discuss **scored** grant prior to final funding determinations.

Reporting Requirements

Grantees shall provide a final report to the current APTE Research Chairperson within 60 days of completion of the research or within 1 year, 60 days after the start date noted on the application, whichever comes first.