



Research Grants

Grant Application Instructions

Mission Statement

The Athletic Trainers' Society of New Jersey Inc. (ATSNJ) embodies common goals in order to advance, encourage, provide a means for achievement, and improve the athletic training profession in New Jersey. In addition, we focus on ensuring that the best possible health care is available to the physically active population.

Scope of Research

The ATSNJ welcomes research grant proposals that investigate issues within the broad discipline of sports medicine, including clinical practice, injury prevention and rehabilitation, basic science, epidemiology, biomechanics, and education.

Scope of Funding

Grant awards are designed to provide partial support of research projects. Grantee institutions are expected to provide all necessary basic facilities and services that normally would be expected to exist in any institution qualified to undertake such research. Institutional overhead or indirect costs will **NOT** be supported.

It is anticipated that the \$3,000 will be made available annually to support research grants. The maximum grant award is \$1,500/year. Grant proposals may include multi-year studies. However, funding for subsequent years is highly dependent on performance and available funding.

The principal investigator will assume full administrative, fiscal, ethical, and scientific responsibility for the conduct of the project.

Grant Application Instructions

Conditions: To receive consideration, the PI or Co-PI must be an ATSNJ member in good standing at the time of application.

Deadlines: To receive full consideration, a completed grant application should be received by the ATSNJ by **April 1**. Applicants will be notified with a decision in June. (See **Review Process** below.) Grant awards for proposals receiving funding will be distributed in July.

Human Subjects: Human Subjects approval of the proposed research project by an Institutional Review Board or equivalent is required before funds will be disbursed. A copy of the Human Subjects approval should be sent to the Director of Research Grants (researchgrants@atsnj.org). It is the sole

responsibility of the principal investigator and their institution to ensure the work is carried out within the required guidelines. For any questions regarding Human Subjects research approval, please contact us prior to submission.

Electronic Submission: The full grant application should be sent as an email attachment to researchgrants@atsnj.org If the submission is larger than 10MB, please email for directions.

Format: The complete application should be in MS WORD or PDF format, 12 point font, and double spaced. Please number all pages beginning with the cover page.

Complete Proposal

The complete proposal should include the following sections. See Appendix I: Checklist for Completed Application Prior to Submission.

1. **Cover Page** including the title of the proposed study, principal investigator with complete contact information (name, title, institution, address, phone, and email), and the names, titles and institutions of all co-investigators. At the bottom of the cover page, please also list the start and end dates of the project and the requested funding amount.
2. **Abstract Page** limited to 300 words. The abstract should include the following elements: Title, Investigators, Background, Purpose/Specific Aims, Methods/Study Design, Hypothesis, and Significance of Study.
3. **Table of Contents.**
4. **Detailed Budget.** Provide a detailed budget itemized by expense categories.

The term of the proposal is one year. Funds may be used to support supplies, equipment and research participant honoraria. Funds may **NOT** be used to pay salary and fringe to study personnel (investigators, technicians, research assistants, study coordinators, or statistical support). All investigator time on the project will be donated in kind. Institutional overhead costs will **NOT** be covered. Funds may **NOT** be used for travel or conference attendance.

If equipment is purchased, each item of equipment with a unit acquisition cost must be listed. Please give the justification for significant items of equipment, and any unusual costs. A detailed list of supplies should be provided as well. It is highly suggested that quotations from vendors be included in the appendix of the submission.

In the event that existing grants or other funding sources are being utilized for the same project, please list budget items separately by briefly stating the funding agency, amount, and general description of how the funds will be utilized.

5. **Research Proposal** The total research proposal (not including the abstract, budget, biographical sketches, and references) should not exceed 2,500 words (approximately 10 pages double spaced). Please include the following sections:
 - o **Background:** Briefly describe the background leading to the present application and evaluate the existing studies relevant to this project.
 - o **Preliminary Studies:** Provide an account of preliminary studies conducted by the principal or co-investigators pertinent to this application. This information will also help to establish the experience and competence of the investigators to pursue the proposed project and assist the reviewers in assessing the likelihood of success and completion of the study. (Copies of publications by the investigators pertinent to the proposed research may be included as an appendix.)
 - o **Purpose/Specific Aims:** Concisely state the primary objective of the project. List also any other specific aims of the project.
 - o **Study Design/Methods:** Describe the research methods, design, and statistical analyses to be used to accomplish the project. Include the setting and predicted sample size, and how the data will be collected and analyzed. Describe any novel approaches, tools, or technologies for the proposed study. A power calculation that justifies the number of subjects, or specimens, or other samples is encouraged in the statistical design. Discuss any potential difficulties and limitations of the proposed procedures.
 - o **Hypothesis:** State the study hypothesis and a brief explanation based on the background information or preliminary studies presented.
 - o **Significance of Study:** State the importance and relevance of the research described and the potential impact on lacrosse health and safety.
6. **Biographical Sketch** A biographical sketch for each investigator should be submitted. Each biographical sketch should be limited to 2 pages and include the following elements: name, institution, education, relevant past research, prior research funding, and relevant publications. Resumes and curriculum vitae are not acceptable. (See Appendix II: Format for Biographical Sketch.)
7. **Time Table:** Provide a tentative timetable for the project including the start and end date (one year term). Please include purchase/delivery of equipment supplies, subject recruitment, data collection, data analysis, submissions or abstracts for scholarly presentation, manuscript preparation, progress reports, final report.

8. **References:** Please number all references in the order in which they appear in the proposal in AMA reference format.
9. **Appendix:** Copies of publications by the investigators (not to exceed three) pertinent to the proposed research may be included. They must be published or in press.

Review Process

The review process is modeled after that used by the National Institute of Health other contemporary agencies. The Review Committee (RC) will consist of members of the ATSNJ who serve as core faculty at their academic institutions. RC members are not eligible to review submissions if they have applied for any ATSNJ research grant as a principal investigator or co-investigator during that cycle of review, or if they have any real or perceived conflict of interest. RC members must recuse themselves from reviewing submissions from individuals affiliated with their home institution. A minimum of 2 members from the RC will score each grant proposal on its scientific merit. The average of the two scores will be used. To receive funding, a grant proposal must be of sufficient scientific quality and be relevant to the scope of research approved by the ATSNJ. The RC scores and recommendations will be forwarded to the Executive Council for consideration of perceived value to the ATSNJ mission and a final decision for funding will be made. Funding decisions will be made based on established review criteria for the RC, value to the organizational mission, and the availability of funds.

Review Criteria

The RC evaluates the scientific merit of each grant application according to specific criteria. The principal criteria for the review of grant applications include:

1. Scientific or medical significance and originality of the proposed research.
2. Appropriateness, feasibility, and adequacy of the experimental approach and methodology proposed to carry out the research.
3. Qualifications and research experience of the principal investigator and co-investigators, particularly but not exclusively in the area of the proposed research.
4. Appropriateness of the proposed budget and duration in relation to the proposed research.

Progress Report

A progress report must be submitted to the Director of Research Grants at the 6-month point (January 1) and at the conclusion of the first year (July 1). An annual report of expenditures should be submitted with the progress report. Any balance of more than \$200 must be refunded to ATSNJ within sixty days of completion of the project, or a grant extension should be requested at least one month in advance and submitted with the progress report.

A final report and report of expenditures is due within 90 days of the end of the grant support. The final progress report should highlight significant project results and their significance to the scientific community. The RC should also be notified at least 30 days prior to any significant change in study protocol.

Progress reports and all communications should be electronically submitted via an attachment to: researchgrants@atsnj.org.

Presentations and Publications

The Athletic Training Society of New Jersey encourages publication of research findings by the grantee in scientific journals. All publications resulting in whole or in part from the grant must include the following statement: "This study was funded in part by a grant from the Athletic Training Society of New Jersey (ATSNJ). The opinions expressed herein are those of the authors and do not necessarily reflect the opinions of ATSNJ." All presentations and posters should include this acknowledgment. ATSNJ imposes no restrictions on copyrighting publications by grantees.

It is *expected* that any completed project funded by an ATSNJ Research Grant Award will be submitted for presentation for the ATSNJ Annual Conference.

Appendix I: Checklist for Completed Application Prior to Submission

- o Deadline: **April 1** (researchgrants@atsnj.org)
- o Human Subjects approval confirmation
- o Cover Page
- o Abstract
- o Table of Contents
- o Budget
- o Research Proposal (Background, Preliminary Studies, Purpose/Specific Aims, Study Design/Methods, Hypothesis, Significance of Study)
- o Biographical Sketches

- o Time Table
- o References
 - o Appendix: Copies of relevant prior publications

Appendix II: Format for Biographical Sketch

- o NIH biosketch format is generally accepted
- o Name, Institution, and Address:
- o Education:
- o Past Research Experience:
- o Prior Research Funding:
- o Relevant Publications: