

Arizona Occupational Therapy Association
ArizOTA Research Grants

PURPOSE:

- To contribute to the body of knowledge about outcomes of occupational therapy evaluation and/or treatment
- Investigation of other issues relevant to the profession of occupational therapy, especially those relevant to the state of Arizona

ELIGIBILITY:

- Principle investigator must be an occupational therapist, occupational therapy assistant, or occupational therapy student
- Principle investigator must be a member of ArizOTA
- Principle investigator has not received an ArizOTA grant previously. Exceptions may be permitted if no grants have been awarded in the past year.

AWARDS:

- Grants funds may be awarded in any amount, not to exceed \$600. The grant award will be based on the number of proposals received in a given year, the budget request for each proposal, and the proposal selection criteria listed below.
- Grants are awarded for a maximum of a 24-month period.
- ArizOTA may, at its discretion, set a deadline for submission of proposals during a given year. Proposals submitted after the deadline, when there is one, will be considered until all available funds have been awarded.
- ArizOTA may, at its discretion, decide not to award grant funds in any given year.

PROPOSAL MUST INCLUDE:

- Cover page, including title of project; name, address, phone number, and email address for primary investigator; research institution granting IRB approval
- Background
- Purpose of the project
- Significance for occupational therapy
- Significance to occupational therapy in Arizona (if applicable)
- Research question and/or hypothesis
- Study type or design
- Methods: Participants, Timeline, Instruments, Data Collection, Intervention (if applicable), and Data Analysis
- Identification of key personnel
- Itemized Budget (see details below)
- Documentation of Institutional Review Board approval

BUDGET:

- Allowable budget items include: books, library/research fees, software, statistical consultation, audio or video supplies, stipends to subjects, postage, or other equipment.
- Requests for travel funds must be clearly justified, and will not typically be allowed. Funds may not be

used for meals, lodging, or phone calls.

- Funds may not be used to pay a salary for any investigator(s), with the following exception:
 - In projects where, experienced clinicians are required for data collection, OT's or OTA's may be employed at a minimal hourly rate.
- Research assistants may be hired at a minimal hourly rate to assist in data collection and/or data analysis. Occupational therapy students may be paid as research assistants.

REVIEW PROCESS:

- Proposals will be initially reviewed by three members of the ArizOTA Executive Board to select those that merit further consideration.
- Selected proposals will then be reviewed by the full Executive Board and an award decision made by a vote of that body.

SELECTION CRITERIA:

- Primary consideration will be given to those projects that propose to contribute to efficacy and outcomes of occupational therapy.
- Proposed project has significance for the practice of occupational therapy in Arizona.
- Methodology is logical, clearly delineated, and designed to answer research questions.

CONDITIONS AND REQUIREMENTS:

- Grant recipients are required to sign a letter of agreement acknowledging acceptance of these conditions and requirements. The letter of agreement will be sent in duplicate to the principle investigator, who must sign and return one copy to the designated ArizOTA representative prior to the disbursement of funds.
- Recipients are required to provide the designated ArizOTA representative with a report at the end of the first year, documenting the results of the project. If the project extends into a second year, a second report will be due at the completion of the project or the end of the second year, whichever comes first.
- Recipients are required to maintain receipts and records of expenditures to account for the ArizOTA funds, to be submitted with their report(s).
- Recipients are required to return any unused funds to ArizOTA.
- Recipients are required to submit the completed project for consideration by the ArizOTA Conference Committee for presentation at the next ArizOTA Annual Conference or other meeting.