



VATA Research Committee

Research Grant Application Guidelines & Instructions

Grant Applications are due annually on JULY 15TH by 11:59 PM (EST)

VATA Research Grants provide financial assistance to professional athletic training and doctoral students in the state of Virginia to conduct original research that supports the [Athletic Training Research Agenda](#). The following pages outline the specific grant application guidelines and instructions.

Applicant Eligibility:

1. Applications for original research projects will be reviewed from two applicant categories:
 - a. **Professional Student:** Currently enrolled in a CAATE professional athletic training program in the state of Virginia. Must have a faculty sponsor (advisor) who is a certified athletic trainer and current VATA member. Must maintain professional student status for the duration of the research project.
 - b. **Doctoral Student:** Currently enrolled in a doctoral program (PhD, EdD, DAT) in the state of Virginia. Must have a faculty sponsor (advisor) who is a certified athletic trainer and current VATA member.. Must maintain doctoral student status for the duration of the research project.
2. Preference will be given to the funding of new research projects over funding the continuation of existing research projects. Grants will not be awarded for research that is explicitly intended for the development of a commercial product.
3. The committee is committed to advancing diversity in the athletic training profession and highly encourages grant applicants from underrepresented groups.
4. Applicants are limited to one grant application per cycle; however, faculty sponsors may be listed on more than one student grant application per cycle.

Grant Amounts:

1. Grant awards range from up to \$500-1000 depending on the applicant category:
 - a. **Professional Student:** \$500 USD maximum
 - b. **Doctoral Student:** \$1000 USD maximum
- * The committee may reject, partially fund, or fully fund grant applications.

Application Submission Procedures:

1. Applicants must follow the "Grant Application Instructions" on the following pages of this document.
2. Applications will be submitted by emailing the completed grant application files (two .PDF files) to VATAresearch@gmail.com by July 15th at 11:59pm.
3. .PDF files should be named: "[Project Title]_CoverPage.pdf" & "[Project Title]_Proposal.pdf"
4. In the email subject line, please write: "[Applicant's Last Name] - Research Grant Application". Student applicants must 'cc' their faculty sponsor on the application submission email.
5. Late, incomplete, or improperly-formatted submissions will not be reviewed. Applications will be evaluated solely on the information and materials presented in the application.



Awarding of Funds:

1. Blinded grant applications will be reviewed by members of the VATA Research Committee.
2. Applicants will be notified via email regarding the committee's decision to fund or not-fund their application. All funding decisions are final. Applicants may rewrite and resubmit unfunded grant applications for consideration in the next funding cycle.
3. Funds will not be released until proof of ethical committee approval has been provided for studies using human or animal subjects.
4. Grant funds will be awarded within 30-days after notification of funding (assuming proof of ethical committee approval)
5. Funds must be expended and the project completed within one-year of receiving funds. Funds must be used according to the budget and description provided in the grant application.
6. Applicants are encouraged to continue their research by using their application materials and findings to seek additional funds from the Mid Atlantic Athletic Trainers' Association (MAATA) and National Athletic Trainers's Association (NATA) research grants, if appropriate.

Obligations of Grant Recipients:

1. The applicant or faculty sponsor must submit a free communications abstract and present the findings of the completed project at the VATA Annual Meeting within two-years following completion of the research project.
2. One-year following the distribution of funds, the applicant or faculty sponsor must submit a "Final Report" that includes 1) an *Actual Budget* of how the funds were used, 2) a summary of the *Primary Findings* of the study, 3) a brief *Highlight* of the research findings (less than 280 characters) and/or an infographic highlighting the research findings to be used on social media.
3. Funding from the "Virginia Athletic Trainers' Association (VATA) Research Committee Grants" must be acknowledged in any future publications or presentations of the study findings.
4. Failure to comply with obligations will result in forfeit of consideration for future grant applications for a period of 2-years for the applicant and faculty sponsor.

Grant Applicant Instructions begin on the following pages



Grant Application Instructions

General Formatting:

- The grant application will be submitted as two (2) separate .PDF files. One file including the “Cover Page” (1 page max) and one file including the “Proposal” (4 pages max).
- Writing should be single-spaced with 11-pt, Times New Roman font, and 1/2” page margins.
- Each file must adhere to the maximum page limit.

Cover Page - One (1) page including the headings & information below. Saved as a separate .PDF file.

Project Title

Grant Category: Professional Student or Doctoral student

Student Applicant: Full name & credentials, Institution, Email, Phone #

Faculty Sponsor: Full name & credentials, Institution, Email, Phone #, NATA member #.

Institutional Grants Administrator: Contact name, Mailing Address, Email, Phone #

Disclosures: Disclose any potential conflicts of interest the student or faculty sponsor have relative to this grant application. If none, state “No conflicts of interest”.

Proposal - Four (4) pages including the Sections I-V described below. Saved as a separate .PDF file.

- The *Project Title* must be included in the header of each page.
- Each Section should be clearly identified using the headings below.
- Please do not include author names in application Proposal.

Section I: Background & Specific Aims

1) Provide a brief description of the relevant evidence, theory, and knowledge that support and provide rationale for the research aims of the current study. 2) Describe the specific aims/purposes of the study and hypotheses for each aim/purpose. 3) Describe how this research project supports the [Athletic Training Research Agenda](#).

Section II: Study Design & Methods

1) Provide an overview of the study design (including independent/dependent variables), participants, procedures, and data analyses. Care should be taken to provide sufficient details that enable reviewers to properly evaluate the study methods. Although it is acceptable to provide references to published descriptions of methods & procedures, a brief description should also be provided. 2) For human subjects or animal research, include a description of the current status of ethical committee review/approval. 3) Include a sample-size estimate and specific statistical tests that will be performed.

Section III: Budget & Justification

1) Provide a detailed, itemized budget table and 2) a written justification for each budgeted item. Examples of budget items include participant honorarium, equipment, and supplies. For equipment & supplies, please provide manufacturer/company and embedded links to items when possible in addition to costs. Applicants may budget up to \$150 for travel/lodging to present findings at the VATA Annual Meeting Free Communications Program. The budget may not exceed the maximum amounts



for each grant category (see “Grant Amounts”). Funds may not be used for institutional indirect or overhead expenses.

Section IV: Timeline & Feasibility

1) Provide an anticipated timeline and 2) discuss feasibility for completion of the study. Examples of relevant timeline events include ethics committee submission/approval, pilot testing, start/end of data collection, analyses, and planned dates for submitting an abstract and presenting findings at VATA Annual Meeting Free Communications Program. Projects should be designed to be completed within approximately one-year (exceptions may be made for projects needing longer than one-year with appropriate explanation in the feasibility section). Examples of feasibility concerns include anticipated timeline, participant accessibility, research space/equipment, and academic/clinical responsibilities.

Section V: References

Include a list of references cited in the grant application. References & in-text citations should be formatted per the [Journal of Athletic Training](#) “Author’s Guide”. The grant application is limited to a maximum of fifteen (15) references.