



## **SSO:USA Student Research Grant in Occupational Science Request for Proposals**

### **Introduction**

SSO:USA's mission is to facilitate high quality scholarship and a dynamic exchange of ideas that support the discipline of occupational science. To support this mission, SSO:USA invites student grant proposals that demonstrate direct relevance to at least one of the following priorities:

- 1) Expands the knowledge of occupation;
- 2) Fosters an understanding of the fundamental nature of occupation relative to health and well-being;
- 3) Explores innovative methods to study occupation;
- 4) Explores the interrelationship of the discipline of occupational science and other disciplines and professions, including but not limited to occupational therapy.

### **Vision for fund**

- SSO:USA will promote and fund student research and presentations on the study of occupation.
- The fund will grant one or more modest annual financial award(s) directly to students who are engaged in (or propose being engaged in) research that will enhance and enlarge the body of knowledge in occupational science.
- Funds up to \$1,500.00 will be awarded for projects that will be completed within two years of proposal submission. The number of awards will be determined by the proposal review committee, based on proposed budgets and proposal quality.
- Award recipients will attend the SSO:USA conference to receive their award and present their research results at a SSO:USA conference within 2 years of grant receipt.

### **Purpose of the fund**

- Promote and support student research on occupation.
- Allow SSO:USA to restrict selected funds within the 501.C.3 rules by defining the purpose of the funds.
- Support transportation, transcribing services, statistical analysis support, purchase of software or equipment, consultation with experts, or other needs for completion or enhancement of research projects.
- Fund the recipient's registration at the annual SSO:USA meeting following the award [if two years are needed to develop the work, registration may be two years after the award].

## **Eligibility**

- All applicants must be current members in good standing of SSO:USA. Applicants are encouraged to verify their membership status directly with the SSO:USA's Membership Chair.
- Members of the SSO:USA Board and selected grant reviewers will not be eligible to apply during their tenure in those roles.
- Applicants must be bachelors, masters or doctorate-level students conducting or proposing research in occupational science.
- Research must demonstrate direct relevance to at least one of the priorities stated above.

## **Application process:**

The student will submit the proposal through the SSO:USA website (<http://www.sso-usa.org/student-research-grant>). Each applicant must be logged in as a member in order to access the application.

## **Timeline**

March:

- Request for Proposals (RFP) sent to SSO:USA membership, departments of occupational science, the Journal of Occupational Science, occupational science list serves, AOTA 1-Minute Update, AOTF Research Resources, and other list serves deemed appropriate.

April:

- Applications due on the 30th.

May:

- Applications sent to reviewers.

June:

- Selection Committee finalizes awardee selection(s).

July:

- SSO:USA Board Chair notifies awardee(s).

October:

- Awardee(s) recognized at annual SSO:USA conference

One year following receipt of funds:

- Awardee(s) submits a report of the research project, including a record of expenses/budget, to the chair of the Student Research Grant subcommittee.

## **Deadline**

- Proposals due April 30th at 11:59pm PST.

## **Proposal (50 possible points)**

### **I. Abstract (5 points)**

The abstract must describe the project goal(s) and/or hypothesis, specific aims, research methods, expected results, and significance/relevance to SSO:USA's mission. (250 words maximum)

### **II. Research Plan (4 pages maximum, single spaced)**

- A. Background and significance (5 points): Does this study address an important problem? Is the proposal adequately situated in relation to existing occupational science knowledge or gaps in that knowledge?
- B. Method (10 points): Are the conceptual framework, design, sample, methods, and analyses adequately developed, well integrated, well-reasoned, and appropriate to the aims of the project? Does the applicant acknowledge potential problem areas and consider alternatives?
- C. Data Management and Ethics (5 points): If the project includes human subjects, are plans for protection of human subjects and inclusion criteria justified relative to the proposed scientific goals and research strategy? If the project involves publicly available data sets or other non-human subjects research, are plans for ethical use and protection of the data sufficient and appropriately described?

III. Connection of research to SSO:USA mission (10 points) (1 page maximum): Describe how the project supports the mission and research priorities of the SSO:USA. Address potential of the project to support future research in occupational science.

### **IV. Investigator and Environment**

- A. Biographical Sketch of student investigator (5 points): Include a personal statement discussing skills and expertise relevant to the project and research goals and experiences. List previous education, scholarly products, and any relevant awards. (2 pages maximum)
- B. Resources and research environment: (3 points): Does the application describe the resources and environment that will support the successful completion of the project? If the project will be building on an existing protocol or sample, the process should be specified. Describe current funding or potential additional funding sources. Please include a general (non-identifiable) statement about the mentoring resources and support available to this project. (1 page maximum)

V. Budget and Budget Justification (4 points): Is the budget appropriate to support the project? Provide a budget and justification for each item. Indirect costs are not eligible. (1 page maximum)

- a. Research Personnel
- b. Research Supplies
- c. Research Equipment
- d. Research Travel
- e. Consultants
- f. Publication and Data Analysis Costs
- g. SSO:USA Conference Registration (estimate)
- h. Other

VI. Project Plan (3 points): Provide a timeline for the project that includes primary actions and actors to initiate, complete, and disseminate the project. One submitted presentation at the SSO:USA Annual Conference is required within two years of award. (1 page maximum)