



2017 Request for Proposals

I. PRFC MISSION AND FUNDING

The Pedorthic Research Foundation of Canada (PRFC) offers financial support for innovative research projects that provide evidence to advance the field of clinical pedorthics, a field which specializes in the use of footwear and supportive devices to address conditions that affect the feet and lower limbs. The PRFC executes this mission through a range of scholarships and grants. For all of these, the PRFC encourages applications from qualified individuals who are passionate about contributing to the growing body of research literature focused on orthoses and footwear intervention.

The PRFC supports original, innovative research applications. Favouring unique, independent work, we will consider funding derivative projects that are part of larger studies.

II. PROGRAM GOALS

- To make funding accessible for motivated researchers with an interest in topics related to the field of pedorthics;
- To assist in the contribution of robust research to the emergent body of scientific evidence surrounding lower extremity pathologies commonly treated by certified pedorthists; and
- To enhance our understanding of outcomes of orthoses and footwear clinical interventions, and to translate this understanding to allied health care providers and the public.

III. RFP DESCRIPTION

The PRFC is issuing this Request for Proposals (RFP) seeking applications from qualified investigators for research related to lower extremity mechanics and pathologies. This may include, *but is not limited to*:

- Biomechanical analysis of the lower extremity (defined as those structures involving the pelvis and below).
- Orthoses intervention in the lower extremity
- Anatomical assessment and diagnosis, therapeutic intervention studies, measurement standards
- Epidemiological investigation of injury patterns and prevention in the lower limbs
- Systemic disease and its physiologic impact on the lower extremity (Diabetes, Rheumatoid Arthritis, etc.)
- Footwear—design, modification, application, fitting, market research, etc.
- Client relations: education and knowledge translation with a focus on the application for health care practitioners

Note: The proposed research study should be an extension of what is currently published in the literature, and must receive approval from an ethics review body at the applicant's academic or medical institution.

IV. FUNDING SPECIFICS

- Up to **\$10,000CAD** to proposals meeting the criteria provided below
- Eligibility of expenses related to stipends, salary for personnel, travel and subsistence, research equipment and dissemination costs are in accordance with the guidelines developed by the Canadian Institute of Health Research and can be found at: (<http://www.cihr->

irsc.gc.ca/e/documents/Grants_and_Awards_Guide_e.pdf). Applicants are expected to be familiar with these guidelines prior to submission.

- PRFC grant recipients may receive funds to cover the costs of a research project from other sources, however, the total funding received from all sources (government and non-government) for any expense to which PRFC funding applies cannot exceed 100% of its actual cost. The applicant is expected to disclose other funding sources to PRFC in advance of receiving an award.

Note: Funding provided may not be used to pay institutional indirect costs or overhead. If funds will be administered by the grantee's institution, the institution must affirm in writing that it will waive all administrative fees and charges for indirect costs. This assurance may be provided through the signature of a responsible official on this agreement, and must be received before the funds can be released.

V. ELIGIBILITY

Current funding opportunities are offered to investigators who are pursuing Masters or PhD level research at an accredited university or university-affiliated institution. Candidates are not required to be members of the Pedorthic Association or the College of Pedorthics of Canada; however, they are required to demonstrate the application of their research study to the mission of the PRFC.

Preference will be given to the following:

- Proposals by Canadian researchers
- Proposals that incorporate client-centered clinical outcomes and include a component of knowledge translation planning
- Proposals that ensure the results will have the greatest impact on, and relevance to, the pedorthic profession

PRFC staff is not responsible to ensure application completeness, and as such the content of applications is not verified for quality prior to relevance, merit or peer review.

VI. PROCEDURES

i) **Pre-proposal conference by telephone with a grant committee member**

Successful candidates will be shortlisted and required to participate in a conference call with a representative of the Foundation. The intent of this effort is to prepare a committee member who will act as a representative "fair advocate" during the deliberations. Researchers are prohibited from making contact with any member of the screening panel or the PRFC Board other than their appointed representative.

ii) **Scientific Review Panel**

A scientific review panel will evaluate all eligible proposals and create a shortlist. This panel is comprised of academics and health care professionals with intimate knowledge and expertise in a myriad of relevant areas. The panel will make a recommendation for funding to the PRFC Board of Directors in accordance with the evaluation criteria set forth in the following two sections.

VII. PROPOSAL REQUIREMENTS

1. Completed application form provided, including a statement of support from the academic supervisor endorsing the applicant's credibility and indicating the extent to which the supervisor will be directly involved in the project (commitment to oversee the project, employing a hands on approach, scheduling regular meetings and offering guidance for the student).
2. Credentials
 - i. Primary investigator's current CV, including years of research and clinical experience (specify practice area)
 - ii. Relevant publications
 - iii. Qualifications of the research collaborators
3. Justification
 - i. Brief review of literature justifying the purpose of the study
 - ii. Clearly stated, directional hypotheses that are based on the review of literature
 - iii. Significance of the research and expected outcomes
4. Research Methods
 - i. Document the methods that will be employed and methods used to standardize techniques such as X-rays, MRI, E-Med, F-Scan, and colour photography, if included in the proposal.
 - ii. Laboratory facility accreditations (i.e. B.A.P.F.O.L) if applicable
5. Timeline
 - i. The researcher will provide a step-by-step plan (e.g. Gantt chart) and schedule, including dates anticipated to produce clinical outcome data within the funding period.
6. Budget detailing the expenses relating to the project
 - i. Adequately explain the administrative overhead included in the budget:
 - a) For personnel,
 - b) Describe additional equipment or facilities needed for the project, the cost of such equipment and to whom the researcher intends to bill these costs, and
 - c) Provide a statement that clearly discloses alternate or matching funds

Applications must be submitted in PDF format, 11pt font 1" margins. Provide a single cover letter and attach references at the end.

VIII. ADDITIONAL REQUIREMENTS OF SUCCESSFUL APPLICANTS

Successful applicants will acknowledge PRFC funding in all published materials (abstracts, journal articles, presentations, et cetera) and consent to be a featured researcher on the PRFC website (www.pedorthicresearchcanada.org).

In accordance with the PRFC mandate of knowledge translation, successful candidates agree to publish the findings of their funded research in *Pedorthics Quarterly*, the professional periodical of the Pedorthic Association of Canada. It is the applicant's responsibility to negotiate these arrangements with the

involved editors. Additionally, awardees are required to attend the annual symposium hosted by the Pedorthic Association of Canada to disseminate research findings a maximum of 2 years following the completion of PRFC funding; should this commitment be unfulfilled, the applicant's supervisor will be ineligible for future PRFC funding opportunities.

IX. SUBMISSION PROCESS AND DEADLINE

Submit a completed application online at www.pedorthicresearchcanada.org/funding or emailed to the address provided by December 30th, 2017. Please be advised that the PRFC does not provide feedback to applicants on their proposals unless investigators have been shortlisted.

PLEASE SEND ALL PROPOSALS TO:

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