

Roger S. Williams Research Grants

Roger S. Williams Research Grants are awarded to support basic and clinical research that will improve, either directly or indirectly, the rehabilitation of individuals who have suffered brain damage as a result of a stroke or traumatic brain injury. Of particular interest are projects that will lead to successful applications for external support. The Roger S. Williams Research Grant will provide funds for project expenses up to \$15,000.

Funds are typically provided to support new projects but may be awarded to further an existing research program. Research conducted by tenure track and non-tenure track faculty members at the level of Assistant Professor and above is eligible. Faculty members are limited to two Roger S. Williams grants in any five-year period and to no more than one active grant at a time.

APPLICATION

All application materials should be e-mailed to Nicole Whyte at:

WhyteN@health.missouri.edu

I. Cover Page with Abstract and Signatures

The cover page (see page 5, below) should be completed and included with your electronic submission. You should print the cover sheet, sign it, obtain the signature of your department chair, and submit it to:

Roger S. Williams Trustees, c/o Nicole Whyte
514 Lewis Hall, University of Missouri-Columbia
Columbia, MO 65211
or fax it to 573-884-8000

II. Detailed Plan of Project (Maximum of 5 pages for items A – E)

The plan should include the following information:

- A. Overall goal and objectives
- B. Relevant background and literature review
- C. Significance of project
- D. Methods
- E. Justification
 - What contribution will the work make to the field of rehabilitation?
 - How will the proposed work leverage future funding?
- F. References

III. Budget (Maximum 2 pages)

Applicants may request up to \$15,000. List and justify expenditures. (Allowable expenses are listed below in the “Budget Categories” section of these guidelines.) Round all budget items to the nearest dollar. If the applicant or any co-applicants currently have funding for a similar project through other sources, a detailed explanation must be given if requesting funds for similar items in a Roger S. Williams Grant. Indicate any available cost-sharing.

IV. Biographical Sketch/Curriculum Vitae (Include all of the information below for each applicant listed on the cover page, maximum 2 pages per applicant.)

A. Education: Indicate institution, degrees, and dates.

B. Employment: Include postdoctoral research and/or professional experience.

C. Grants or Fellowships: Indicate grantor, inclusive dates, and amount of each award.

D. Publications: List relevant authored and co-authored publications.

GUIDELINES

Format

- Applicants should keep in mind that reviewers represent various rehabilitation-related disciplines. Therefore, applicants must write their proposals without excessive jargon and in a style that is clear to reviewers who may not work in the same area(s) as the applicants.
- Applicants should use the major organizational headings, in the order given. All of the information that is requested under these headings should be included.
- Documents should be single-spaced with 1-inch margins and use 12-point or larger font.
- The applicant's name should be included in the upper right-hand corner of each page of the submitted documents.
- All files should include the principal investigator's last name as the first word in the file name. For example use DoeCV.doc, DoeBudget.doc, etc.

Budget Categories

Each item in the requested budget should be carefully explained and fully justified. Reviewers may recommend a reduction if the need for a requested item, or its cost, is not clearly established. *Applicants are encouraged to seek cost matches from other sources, including Divisions, Departments, RIF accounts, and external funding.* Requests for support in the following categories will be considered:

- **Personnel.** Roger S. Williams funds may not be used for faculty salary. Proposals may involve funding for graduate student participation as research assistants. Funds for other types of research personnel must be justified with regard to special need. Generally, such support will be limited to those activities in which the faculty member and/or graduate students either do not have the appropriate expertise or could not reasonably be expected to perform. For example, additional personnel costs might be needed for certain special clinical or laboratory work or for computer programming.
- **Equipment.** Grant funds may be used for equipment to support specific research activities. The applicant should establish that such equipment is not reasonably available for the proposed project elsewhere and is critical to completion of the project and to future research.
- **Computing.** Proposals may include requests for project-specific computer software. Requests for computing equipment will typically not be funded.
- **Travel.** Travel, unless it is necessary for conducting the specific research activities of the project, will not be funded. Reasonable costs for subject travel are allowed.
- **Other Expenses.** Subject participant payment, animal use costs, consumable supplies, postage, permission fees, and copying costs are among other types of expenses that are allowed.

RESEARCH COMPLIANCE

All research must be conducted in compliance with Federal and University Regulations. A compliance approval letter or e-mail from the IRB must be submitted before a fiscal account can be set-up. Funds will not be released until notice of approval is received.

Application forms for the following can be found on the Office of Research website:

<http://www.research.missouri.edu/complia/index.htm>

- **Human Subjects.** Application information and forms may be obtained from the website listed above or from the Campus IRB coordinator (882-9585) or from the Health Sciences IRB coordinator (882-3181).
- **Animal Protocols.** Application information and forms may be obtained from the website listed above or from the ACUC Coordinator (884-6758).

CRITERIA USED IN THE REVIEW

In the review process, the Trustees seek to identify and support the most worthy applications, regardless of discipline or faculty rank.

All applications are reviewed in accord with the following criteria:

- **Goals/Objectives.** Is the overall goal of the project well conceived and pertinent to the goals of the funding source? Are the specific objectives clearly stated?
- **Intrinsic Merit.** (Significance, originality and creativity) If the project is successful, will it result in an important, original contribution?
- **Design & Procedures.** Is the design appropriate to achieve the stated goals? Are the procedures clearly stated? Is the approach sound?
- **Feasibility.** Is the project likely to succeed? Can the project be completed in the time allowed? Are the necessary support resources available?
- **Qualifications.** Does the applicant have the training and demonstrated expertise in the area of the proposed project?
- **Productivity.** Has the applicant demonstrated research productivity in publications and presentations? What products have resulted from past research support?
- **Need for the Resources.** What resources are available to the applicant? What resources are available to support work in the field? What special circumstances exist (e.g., new scholar, new project, interruption of external funding)? What opportunities exist for "leveraging" the funds to enhance (e.g., extend, expand) the proposed project and attract future external funding?
- **Budget Evaluation.** Is the budget reasonable, adequate, and appropriate?

ADMINISTRATION OF AWARDS

Budgetary administration of the awards will reside within the School of Health Professions. Within reasonable bounds, projects approved for funding are to be completed as described in the original application. If the project extends beyond the duration of the project period, a formal request for an extension must be filed with Nicole Whyte at least 30 days prior to the termination date of the project. If significant changes are contemplated, they should be described in writing to the Trustees, who will decide whether to approve the change. **At the end of the project period (or approved extension), all funds will revert to the Roger S. Williams Research Fund unless an**

extension is granted.

OUTCOME REPORT

Investigators will be expected to submit a project outcome report to the Trustees within 60 days of project completion.

ACKNOWLEDGEMENT

Any publications or presentations resulting from the funded project should include an acknowledgement of the support of the Roger S. Williams Endowment Fund.

Roger S. Williams Research Grant Application Cover Page

Investigator(s)

Name:
Rank/Title:
Tenure Status:
Department:
Division:
Campus Address:
E-mail Address:
Campus Phone #:
Date Employed at MU:

Proposal Information

Project Title:
Requested Project Start Date:
Requested Project End Date:
Amount Requested:
Cost Share From Other Sources:

Compliance

Human Subjects:
Animals:
rDNA / Biosafety:
Hazardous Materials:
MURR:
Radiation:

Abstract

Applicant Signature (Required)

Signature _____ Date _____

Department Chair Signature (Required)

Signature _____ Date _____

This document should be completed and included with your electronic submission. You should also print this document, sign it, obtain the signature of your department chair, and submit it to:

Roger S. Williams Trustees, c/o Nicole Whyte
510 Lewis Hall, University of Missouri-Columbia
Columbia, MO 65211
or fax it to 573-884-8000