



Criteria for the WA Occupational Therapy Association Inc, Research Grant

WAOTA encourage occupational therapists to undertake research to increase the clinical evidence for occupational therapy practice and for the development of the profession. To support occupational therapists in the field of research, WAOTA offer a grant of \$2000 per calendar year.

Applicants must be members of WAOTA. Priority is given to new investigators and/or investigators who have not received grants from national or international sources and to projects with an expected timeframe of completion of within two (2) years of receiving funding from WAOTA. WAOTA grant funding will not be provided to fund participant incentives (any incentive paid or otherwise to encourage subjects, clients, medical practitioners or patients to participate in the applicant's research, e.g., one-off or regular payments, vouchers, gifts or any other incentives).

Prerequisites for Research Grant Applicants:

- Present the aims of the study and include: the purpose, benefits and application to occupational therapy practice, timelines required, how the research adds to available knowledge and how this knowledge will be shared with the profession of Occupational Therapy / Occupational Therapy colleagues;
- Provide a detailed budget demonstrating how the \$2000 will be dispersed relating to the costs of the study, including time frames (maximum 2 pages);
- Supply letters from 2 referees supporting the aims and objectives of the study including the applicant's capacity to complete the research project. Referees should not be co-authors;
- Provide written evidence of approval from the relevant ethics committee;
- Grant recipients are required to share knowledge gained to the members of WAOTA. All research must be presented at a WAOTA conference (poster or oral presentation) or similar event as requested/at the discretion of WAOTA Committee of Management and written up for publication in a peer reviewed journal /the WAOTA newsletter and/or presented to a relevant WAOTA interest group/s as part of their PD meeting (approx. 1 – 1.5hours). The recipient of the grant should include a proposal of how he/she will meet this obligation;
- Provide a full Curriculum Vitae;
- Declare if funding has been obtained from other sources pertaining to this research;

- Please state whether you do / do not give permission for your name, research title and photo (optional) to be used on social media posts and WAOTA website for advertising and marketing material;
- Complete the attached check list and signed Application form prior to submitting your application.

Successful applicants are required to:

- Submit a written progress report with expenditure account on a quarterly basis to the Committee of Management WAOTA and expected timeframe for completion;
- Submit a poster or oral presentation at the WAOTA biannual conference, Research Symposium or similar event such as a WAOTA Affiliated Special Interest Group as requested / at the discretion of WAOTA COM and write a 400 word written summary suitable for publication in the WAOTA newsletter summarising the project undertaken and outcomes;
- WAOTA ***MUST BE*** acknowledged in all publications and presentations carried out with the assistance of the WAOTA Research grant. Proof of acknowledgement must be provided to the WAOTA;
- On project completion, a final report is required by the WAOTA that demonstrates how the findings have been disseminated to WAOTA members as well as providing a brief summary of research findings and recommendations for future research (200 words) within two months from completion.

Applications are addressed to:

WAOTA Committee of Management
 WA Occupational Therapy Association Inc.
 4A 266 Hay Street, Subiaco. W.A. 6008

Selection Criteria:

Applications will be measured according to:

- i. The relevance of the project to the development of occupational therapy;
- ii. Clear and concise reasoning for the project based on knowledge and thorough review of previous research;
- iii. Appropriateness of study layout, project application, outcomes and intended analysis to answer the research question;
- iv. Proposed use of funds and relevance to the research project;
- v. Documentation confirming approval from relevant ethics committee;
- vi. Clear project outline detailing timeframe for project completion and proposed dissemination of project outcomes to WAOTA members and the Occupational Therapy profession upon completion;
- vii. All WAOTA obligations, relevant documents, checklist and application form have been supplied and signed.

WAOTA Research Grant Application Checklist for Applicants

Criteria	Check
WAOTA Member	<input type="checkbox"/>
Aims of study outlined	<input type="checkbox"/>
Details of how knowledge will be shared	<input type="checkbox"/>
Budget and dispersal of funds addressed including timeframes	<input type="checkbox"/>
Referee letters x 2	<input type="checkbox"/>
Written ethics approval provided	<input type="checkbox"/>
Agreement to present at a WAOTA event	<input type="checkbox"/>
Agreement to write 400 word summary for WAOTA newsletter	<input type="checkbox"/>
Agreement to present to relevant WAOTA Affiliated Special Interest Group/s	<input type="checkbox"/>
CV Attached	<input type="checkbox"/>
Declaration of alternative funding source	<input type="checkbox"/>
Advised if do / do not agree for use in social media, advertising and marketing material	<input type="checkbox"/>
Agree to quarterly progress report, budget and timeframes	<input type="checkbox"/>
Acknowledgement of WAOTA	<input type="checkbox"/>
Update to Committee of Management agreed	<input type="checkbox"/>



Application for WAOTA Research Grant

Disclaimer:

Grants will not be given if:

- i. Funds are not available;
- ii. Applications do not meet the criteria as provided for in the Prerequisites for Research Grant Applicants and Selection Criteria.

Additional applications: Will be considered for the same project if the applicant has fulfilled all their obligations from their original grant or at the discretion of WAOTA Committee of Management. Applications will be considered by WAOTA Committee of Management on its own merit and without bias.

Applicant information (to be completed by the applicant)

First Name:	Surname:	Mobile #
--------------------	-----------------	-----------------

Address:

Email Address:

Enrolled University:

Ethics Committee Name(s) and Approval Number(s):

Research Partnership(s):

Research Title:

Referee 1 Name: Contact Number:	Referee 2 Name: Contact Number:
--	--

Current WAOTA Member: Yes / No

Declaration: I have read and understood my obligations as outlined in the criteria which includes both the information as part of the application process and agreeing to abide to the obligations outlined if my application is successful. The information I have provided in this application and any supporting documents is true and accurate to the best of my knowledge. I understand failure to abide to my obligations, give false or misleading information and/or misuse of funds I may be required at the discretion of WAOTA to repay the grant given by WAOTA in part or full and this may affect any future applications for funding. I understand I am wholly responsible for ensuring all obligations outlined are met regardless whether I have additional research officers/personnel or alike assisting with this research. I understand the research should fulfil all ethics requirements as outlined with relevant university body/ethics committee which project is approved under.

Applicant signature _____ **Date** _____