Funding Guidelines

Small Grants to Develop Technology to Support Health Management & Independence

Funding is available to develop mobile technology that will assist adolescents and young adults with disabilities to manage their health and transition to independence. Projects can focus on research or development or both and can address any stage of the innovation process – from collecting data on the need for a technological intervention, to funding student or personnel time to create an app or accessible intervention, to evaluating the feasibility of integrating a mobile app into clinical practice or everyday life.

Our goal is encourage the development and use of innovative technology that enhances health and participation outcomes among adolescents and young adults with physical, cognitive, developmental and sensory disabilities.

Moreover, this funding mechanism is designed to encourage applications from all University employees who are actively employed (fellows, staff, clinicians, and faculty) as well as enrolled students. Retired or emeritus faculty or staff may apply in partnership with active faculty or currently enrolled student. Approval from the partner’s department is necessary for receiving and disbursing the funds.

We want to encourage people to consider the needs of adolescents and young adults with physical, cognitive, sensory and developmental disabilities in when they develop new projects and research programs. In addition, we hope potential applicants will consider how they can translate or apply their current work so as to address these needs.

Funding for this grant mechanism is being offered as part of the training and knowledge translation activities of Technology Increasing Knowledge: Technology Optimizing Health Rehabilitation Engineering Research Center (TIKTOC RERC) at the University of Michigan and funded through the National Institute of Disability, Independent Living and Rehabilitation Research (NIDILRR; grant # H133E130014; DHHS).

For more information, see our website at: http://cthi.medicine.umich.edu/initiatives/tiktoc-rerc/small-grants

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Application Process

Eligibility: Applicants must be either a student or employee at the University of Michigan or UMHS. Students and fellows are required to have the support of a faculty mentor. UM faculty members and staff need to have the support of their supervisor or department chair/administrator.

Submission of Applications: Applications must be submitted online through the Competition space website: https://umms.infoready4.com/. The final announcement, templates and submission guidelines for the Spring 2016 submission will be posted here by January 12th, 2016. Additional information about the program is available at the website: http://cthi.medicine.umich.edu/initiatives/tiktoc-rerc or by e-mailing RERC staff at UM-PMR-CTHI@med.umich.edu

Review of applications: Applications will not be blinded for the review process. Any perception of conflict of interest for reviewers will be eliminated during the time of review. Only applications that are complete and received by the deadline will be reviewed.

Applications are reviewed based on the following criteria:

1. Relevance of technology to issues / needs of individuals with disabilities
2. Technological and scientific merit of proposed project
3. Environment in which the program will be conducted; the available facilities.
4. Feasibility of completing project within limitations of time and budget.
5. Qualifications of investigator(s) and project staff, including if support from grant would provide opportunities that would not otherwise be available
6. Use of funds
7. Fit with overall RERC portfolio of projects

Notification and funding: Applicants will be notified as to the status of their award as detailed below.

Award Terms and Funding: Each investigator is expected to provide evidence of adequate institutional support and resources to allow completion of the proposed work.

Recipients will receive up to $10,000 and be expected to complete the project within one year. This amount cannot include tuition. Additional budget limitations may apply based on federal regulations.

Reporting Requirements: If funded, interim progress reports and a final report are required at 6 months, 12 months and 1 year post award. Funded applicants will be required to attend and present their project at one of the training activities conducted through the TIKTOC RERC. Projects must also acknowledge the parent grant on relevant presentations and publications.
Application Components

1. **Abstract** - limited to 1 page / no more than 800 words

2. Applicant(s) resume or curriculum vitae – (no more than 2 pages)

3. Mentor curriculum vitae (2 page NIH / NSF biosketch preferred) – if applicable

4. Approval for proposal from supervisor / mentor or administrator (Template)

   As small grant funds will be transferred to the applicant’s department or service unit for disbursement and use, applicants must have the support and approval of their department / unit administrator; in addition, students and fellows must have the commitment of a mentor to provide oversight of the project. Please download and complete the sign-off sheet available through the Competition Space application process.

5. Proposal Narrative - limited to 5 pages (single space, 12 point font, 1” margins)

   The applicant is responsible for writing the proposal. This section should make it clear that the applicant understands the project, that the outcomes will be useful, and that they are likely to be attained. It should address points A to D, as outlined below.

   **Please note, these requirements are consistent with the technical narrative for small business and research grants funded by the National Institute on Disability, Independent Living and Rehabilitation Research (NIDILRR), Administration of Community Living, Department of Health and Human Services.

   A. Specific Aims or Objectives: (1-2 paragraphs)

   State concisely the goals of the proposed research or development effort and summarize the expected outcome(s). Include the technical questions you will try to answer (if applicable).

   B. Research and/or Development Strategy

      a. Significance:

         - Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
         - Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.

      b. Innovation

         - Describe any novel theoretical concepts, approaches or methodologies, instrumentation or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions.
         - Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.
c. Approach
   - Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Provide a tentative sequence or timetable for the project.
   - Discuss potential problems, alternative strategies, and benchmarks for success anticipated to achieve the aims.
   - If the project is in the early stages of development, describe any strategy to establish feasibility, and address the management of any high risk aspects of the proposed work.

C. Project Team
   Describe how the applicant’s training or experience relates to and supports the current application.

D. Resources and Environment
   Include information, if applicable, on resources – including the availability of software and other technology – that are already available to the applicant and will be used in this project.

7. Selected references
   Citations in text and Reference List need to conform to one of the formats used by professional journals in the proposers’ fields.

8. Human Subjects (see template)
   Include information, if applicable, on human subjects protections (see template available for download through the Competition Space application process.)

9. Proposed budget and justification
   Applicants should outline an itemized budget not to exceed $10,000. **Salary support and fringe benefits for the applicant are allowed**, though NO funding is available for tuition. Budget should also specify the percentage of time applicant will devote to project staff without a faculty appointment must provide a plan of protected time as needed within the budget to allow completion of the proposed work. The applicant’s supervisor / administrator / mentor must affirm approval of proposed plan.

   Projects that only ask for funds to purchase equipment should justify why they are not able to obtain the equipment through other avenues. UM Applications without this supporting documentation will not be considered.

10. Letter of Support
    Collaborators and Faculty mentors should provide a Letter of Support of NO MORE THAN 1 PAGE that affirm their support and expected contributions to the project.