



GUIDELINES

Thelma Cardwell Foundation Award for Research

BACKGROUND

On March 3rd 2001, the occupational therapy profession experienced a great loss with the passing of one of its most dedicated leaders, Dr. Thelma Cardwell (1920-2001). Dr. Cardwell was a leader in the occupational therapy profession, and her legacy continues to impact on the local and global professional community to this day. Dr. Cardwell's involvement with WFOT enabled the profession to gain official status as a non-governmental organisation with the World Health Organization (WHO) in 1959. Dr Cardwell served as WFOT's Secretary and Treasurer for six years and made significant contributions to the development of the organisation as the official international representative of occupational therapy and global health. A bequest was made to WFOT from the Estate of the late Dr. Cardwell (Canada) for the Foundation Award. As such, and in celebration of Dr. Cardwell's numerous contributions to the occupational therapy profession, the WFOT renamed its Foundation Award to the "WFOT Thelma Cardwell Foundation Award for Research". The award supports occupational therapy research initiatives led by occupational therapists who are individual members of WFOT and who have the written support of the WFOT Member Organisation in which they are a member.

AIM

The aim of WFOT Thelma Cardwell Foundation Award for Research is to provide funding to support pilot projects or small-scale feasibility projects that can build and/or strengthen research capacity in occupational therapy. This award specifically supports contextually relevant and culturally sensitive projects that support the occupational needs of the local communities and individuals. Applications must address one or more of the WFOT international occupational therapy research priorities (v. 1.0/2017):

- Effectiveness of occupational therapy interventions
- Evidence-based practice and knowledge translation
- Participation in everyday life
- Healthy aging
- Occupational therapy and chronic conditions
- Sustainable community development and population based- occupational therapy interventions
- Technology and occupational therapy
- Occupational therapy professional issues

More information on these priorities can be found in:

WFOT, et al. (2017). International Occupational Therapy Research Priorities. *OTJR: Occupation, Participation and Health*, 37(2): 72-81

DATES:

The application deadline is **15th February 2018 by 5:00 pm in the applicant's time zone.**

CRITERIA

The WFOT Thelma Cardwell Foundation Award for Research invites applications in support of original ideas that have not received funds from other national or international organisations. Early career investigators and research graduate students are welcome to apply. Investigator(s) must submit their application under one or more of the research priorities. The Award may be used for human resources support, equipment, supplies, participant compensation or technical assistance for an approved project. Projects should be within a two-year maximum timeline.

Applications for the Award will be assessed by a Committee within the WFOT Research Programme, chaired by the WFOT Programme Coordinator Research. In cases where the Programme Coordinator Research has a conflict of interest with a potential applicant(s) the Deputy Programme Coordinator Research Programme will chair the committee's appraisal of such application. A report including the committee's recommendation will be presented to the WFOT Executive Management Team.

The successful applicant will be announced at the WFOT Council Meeting, held every second year. The online application form for the Award is located available at <http://tinyurl.com/WFOTTCApplication2018>

One or more applications may be awarded funding. Applications will be assessed against the criteria listed below:

Application Requirements	Financial Arrangements	Assessment Criteria	Reporting Requirements
<ol style="list-style-type: none"> 1. Only ONE submission per applicant(s) The principal (applicant(s) must be individual members of WFOT. 2. Submitted online (no extra documentation will be considered) including the upload of a 2-page CV summary of the Principal Investigator(s), and a 2-page budget justification 3. Applications should be submitted electronically via: http://tinyurl.com/WFOTTCApplication2018 by the deadline 4. 5. If accepted, principal applicants agree to submit a manuscript for the WFOT Bulletin (this might be in addition to other proposed publications) 	<ol style="list-style-type: none"> 1. The maximum amount of funding available is US\$5,500 2. Funds will be dispensed: 50% to applicant 2 months after announcement 50% to applicant upon receipt of interim report 3. Project must be completed within TWO YEARS of the award date 	<ol style="list-style-type: none"> 1. Quality of research proposal including: literature review, methodology, significance to occupational therapy, alignment with WFOT International Research Priorities 2. Demonstrate ability of researcher/team to carry out the project 3. Potential for development of occupational therapy at a national and/or international level 	<ol style="list-style-type: none"> 1. Interim Report received by WFOT after six months (for one-year projects) or one year (for two-year projects) of the funding start date 2. Final output in the form of an article for the WFOT Bulletin submitted within five months of project completion <p>NOTE: If the project is not completed within the time periods defined in the application or a manuscript is not submitted to the WFOT Bulletin by the end of the project, the applicant(s) must return all remaining funds granted by WFOT</p>

FUNDING ACKNOWLEDGEMENT

Award recipients are required to acknowledge the financial support provided through the WFOT Foundation Award in any publication, article or feature in the media.

WFOT THELMA CARDWELL FOUNDATION AWARD FOR RESEARCH – SUBMISSION CRITERIA
MUST BE COMPLETED ONLINE: <http://tinyurl.com/WFOTTCApplication2018>

1. PROJECT TITLE

2. PRINCIPAL INVESTIGATOR: Provide full name, country and affiliation.

3. PRINCIPAL INVESTIGATOR WFOT INDIVIDUAL MEMBERSHIP NUMBER:

4. CO-INVESTIGATORS: Provide full names, country and affiliation.

5. FULL POSTAL and EMAIL ADDRESS of Principal Investigator:

6. ABSTRACT Maximum 250 words.

Provide a summary of the project in language that a general audience can understand. Indicate why and to whom this work is relevant and important. This abstract will be available to WFOT members if the proposal is funded.

7. PROJECT RATIONALE AND BACKGROUND Maximum 350 words.

Describe how the project:

- addresses one or more of the International Occupational Therapy Research priorities
- addresses the occupational needs of the individuals or community
- advances the current knowledge and understanding of occupation and participation
- is built on a grounded theoretical and evidence-based framework

8. OBJECTIVES Maximum 150 words.

Describe the specific objectives of the project as well as the way in which this project contributes or will lay the foundation for long-term research objectives.

9. METHODOLOGY/ APPROACH Maximum 300 words.

Clearly identify the proposed methods and/or approach, as well as a description of the participants or partners, the procedures and outcomes. If ethics approval is necessary (for all research involving participants) please provide a statement regarding the ethics board from which approval will be sought.

10. IMPACT Maximum 250 words.

Describe how this award will foster research capacity and continued advance of occupational therapy and occupational science.

11. BUDGET Maximum 500 words.

Include a detailed budget including the amount requested, and a brief justification of each time, including (if applicable):

- a) Personal
- b) Equipment (itemise)
- c) Consumables/materials (itemise)
- d) Other expenses (itemise)

12. CONCISE CURRICULUM VITAE (do not exceed 2 pages)

(Include current affiliations, education, professional experience and appointments, as well as recent and relevant publications (last five years).