

SHORT PROPOSAL GUIDELINES

RISI Research Interests

- Clinical studies of Structural Integration
- Individual Case Studies
- Surveys, including longitudinal and utilization studies
- Mechanistic Studies

Please note that short proposals submitted must be associated with one of the categories listed above.

Short Proposal Formatting

If you are an investigator at an academic or other research institution, please submit the following information on department letterhead. If you are unaffiliated at the time of submission, please use your personal letterhead.

Submission: via email to researchcommittee@rolf.org

Format: 12pt font; 0.75" margins

Pages: Maximum of 5 pages long, to include figures and tables. Most relevant references can be submitted on additional pages. Use additional pages to provide an NIH-format biosketch for the principal investigator and each co-investigator

Additional: Short proposal information organizer (below)

The short proposal and full grant application, if invited, are expected to be consistent with regard to proposed research and key personnel.

Name of Corresponding Investigator (please include academic degrees):_____

Contact Information:

University/Research Institution/Hospital Affiliation(s):

Mailing address:_____

Email address:_____

Telephone:_____ **Fax:**_____

Proposed Title of Research Project:_____

Estimated Budget (\$)_____

Signature-Principal Investigator (required)

Date

THE SHORT PROPOSAL REQUIRES THAT YOU CLEARLY OUTLINE OR DESCRIBE EACH OF THE FOLLOWING ELEMENTS (MAXIMUM OF FIVE PAGES USING A 12 POINT FONT, SINGLE SPACED WITH 0.75" MARGINS):

Specific Aims

- The specific, itemized aims of the project
- **Background & Significance**
- Briefly discuss the objectives and relevant background of the proposed research with an emphasis on its relevance to the utilization, practice, outcome, or mechanism of action of Structural Integration.
- How will the proposed research advance knowledge about Structural Integration?
- How will the project uniquely advance scientific knowledge about Structural Integration?
- Provide a statement regarding whether the findings of this research are to be considered part of a pilot study. If a pilot study is intended, what are the long-range plans to obtain funding and conduct follow-up studies?

Institution and Personnel

- At what institution(s) will the research be conducted?
- What facilities are available to carry out all aspects of the work?
- Identify key personnel other than the applicant who will carry out research along with a brief statement of their credentials, experience and abilities to conduct the work.

Preliminary Data

- Provide a summary of relevant prior research completed by the applicant and/or other key members of the proposed research team. What outcomes or data from that research support the relevance and/or feasibility of the current proposal?

Project Design

- Describe project design, estimated timeline and person-hours anticipated
- Please differentiate primary, secondary and exploratory aims
- If applicable, describe the recruitment and characteristics of subjects
- Describe any experimental treatments, controls, study phases, etc.

Deliverables

- Data to be acquired
- Timeline for data acquisition
- Novel or refined measurement techniques or instruments
- Anticipated publication(s)
- How will data be made available to other researchers (e.g. online data archive)

Funding Considerations

- Provide your rationale for applying for funding through the Rolf@ Institute instead of other funding agencies (e.g. NCCIH)
- List any current funding or grants that you have applied for that may coincide with this application. Provide the source agency, title of project, status of funding (applied for or funded) and dates of the award.

ATTACHMENTS

Attachment 1: List only essential research team members to include co-PIs, consultants, fellows, graduate students. Please provide each individual's name, academic degree(s), institutional affiliation and rank, area of expertise, telephone and fax number. It is recognized that essential personnel may not be finalized for the short proposal, but there should be consistency between the short proposal listing and full funding application, if invited.

Attachment 2: Provide a two page Curriculum Vitae which includes relevant education, training, employment, prior research grants and up to 20 relevant peer reviewed publications over the past 10 years.

Review process: Following submission and review of the short proposal, the PI will be informed via email whether or not s/he will be invited to submit a full application. Notification will occur no later than 4 weeks after the submission date of the short proposal. Short proposals will be accepted on a rolling basis throughout the year. The invitation to submit a full grant application will only be valid for the first application deadline following submission of the short proposal. If an applicant decides to defer invitation to submit a full grant application, a new short proposal will be required.