Proposal for BI-ISIG Task Force Funding

This competitive grant opportunity seeks to fund high quality BI-ISIG Task Force projects led by BI-ISIG Task Force members. These projects are expected to have a meaningful impact in the field of brain injury rehabilitation.

General Guidelines:

- The BI-ISIG budget can accommodate a total of $6000 across funded proposals. The maximum budget that can be requested for any one proposal is $6,000; however, the BI-ISIG Executive Committee may decide to award less than the requested budget, based on merit, budget justification, and the number of competing meritorious proposals submitted. There is no set number of awards to be funded per year. Awards will be decided by the BI-ISIG Executive Committee on the basis of efficient use of funds for maximum impact. Preference will be given to proposals that involve collaboration between two or more Task Forces.

- Task Force funding is to support BI-ISIG Task Force- initiated projects and must be led by BI-ISIG Task Force Members, in collaboration with other Task Force members. These awards are not for an individual and not meant to support work outside of ACRM (e.g. student dissertation projects). Projects must include at least one Early Career member who will be active on the project.

- Award recipients will be required to submit bi-annual progress reports at 6- and 12-months post-funding.

- Award recipients will be required to complete their study (i.e., use study funds) in one year, with an option to extend for a maximum of one additional year.

Please complete the items below and email the form to BI-ISIG Awards Officer, Dr. Tolu Oyesanya (tolu.oyesanya@duke.edu) by **April 12, 2024.** Funding will begin **July 1, 2024**. Application questions should be emailed to Dr. Tolu Oyesanya (tolu.oyesanya@duke.edu).

Today's Date: Click here to enter text.
Title of Proposed Project: Click here to enter text.

Task Force(s) Proposing Project: Click here to enter text.
    Lead Member Name and Email Address: Click here to enter text.
    Early Career Member: Click here to enter text.
    Other Participating Members: Click here to enter text.

If more than one Task Force is involved, provide that information here: Click here to enter text.

Guidelines for Funds Requested: In the Table below, please list the 1) type of expense; 2) detailed breakdown of funds AND justification for funds requested; and 3) amount of funding. Requests without proper justification will not be granted. Examples of allowable uses of funds include but are not limited to:
- Fees for outside consultants (e.g., consumers, statisticians, librarians)
- IRB fees required for research projects
- Open access journal fees
- Software for systematic reviews
- Video/ webinar expenses
- Product design / marketing services that are not available through ACRM
- Travel expenses may be considered if they are well-justified and specifically related to the task force project

These are just examples; other types of expenses may be proposed and will be considered by the BI-ISIG Executive Committee. Travel expenses may be considered if they are well-justified and specifically related to the Task Force project.

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Travel expenses will only be allowed if they are justified as necessary for work related to the TF project that cannot be accomplished via remote collaboration. Travel funds cannot be requested to attend an ACRM meeting unless there will be a working meeting for the project during ACRM _and_ the work cannot reasonably occur outside of the ACRM meeting. Recipients of the BI-ISIG Travel Scholarship will not be eligible for travel support under this mechanism during the same award year. **Reimbursement for time/ effort of ACRM members is not an allowable expense.** If funds are being budgeted for outside consultants / personnel services, the personnel services being requested should predominantly be for expertise that cannot be found within ACRM membership. However, with proper justification and rationale, there may be some exceptions to this rule. If budgeting for an outside consultant who will provide expertise / services that is already available within the scope or capacity of our existing Membership, you must justify why you need to go outside of the BI-ISIG membership for these services. Funding for students or trainees may be considered as long as there is strong justification and rationale provided to support the need / requirement for their paid service. If your institution requires students/ trainees are paid for their services, documentation of this requirement must be provided. If budgeting for personnel services, include hourly fee and number of anticipated hours for services. Add rows to the Table as needed.

BUDGET		
1. **Expense Type**	2. **Detail AND Justification for requested funds**	3. **Total**
		$
		$
		$
		$
		$

<u>**Total Funds Requested:**</u>   **$** Click here to enter text.

Overview of Project: In 1-2 paragraphs below, describe the proposed project. Include the goals of the project and what has been accomplished to date. Explain why the requested funds are needed to complete or enhance the project.
Click here to enter text.

Methodology: Explain details of methods for how you plan to accomplish the goals of the project.
Click here to enter text.

Planned Outcome(s)/ Impact: In a few sentences below, describe what outcomes will be achieved when the project is completed, and the significance of achieving these outcomes. In other words, explain what problem or gap this project is addressing and the potential impact it will have in the field of brain injury.
Click here to enter text.

Dissemination Products: Please describe any planned dissemination products that you anticipate resulting from the project, as well as any dissemination plan (e.g., publication, fact sheets, IEPs, website postings, partnerships with other organizations, etc.).

Timeline: If the funding is provided, when (month and year) do you estimate the planned outcome(s) will be achieved? Funds are to be expended within the calendar year (by June 30, 2025) unless a one-year maximum no-cost extension is granted. Click here to enter text.

If this work results in publication, acknowledgment must be made to ACRM BI-ISIG Task Force Grant Funding.

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