ISAKOS Research Grants Program: Online Application Instructions

---

Part 1: Research Application

The following information will be needed to complete Part 1 of the online application.

1. Title of Project
2. Type of Project (New Researcher, Translational Research, Clinical Outcomes, Countries with Limited Resources)
3. Topic of Project (Knee Joint Preservation, Knee Ligament Reconstruction, Knee Arthroplasty, Shoulder Rotator Cuff Repair, Shoulder Instability, Pathologies in and around the Hip Joint, Pathologies of the Extremities, Basic Science)
4. If research is conducted on Human Subjects, you will need to provide the Exemption Number, IRB Approval Date, or equivalent
5. If research is conducted on Vertebrate Animals, you will need to provide the IACUC and Animal Welfare Assurance Number, or equivalent
6. Total Costs Requested (in USD) up to the grant award amount.
7. Applicant/Principal Investigator's Contact Information

   The applicant must be the principal investigator and a Member of ISAKOS in good standing. Please see the *ISAKOS Research Grant Policies and Procedures* for specific information regarding eligibility requirements.
8. Applicant/Principal Investigator's Organization & Department Contact Information including the address, website, and Tax ID number.
9. Co-Principal Investigator's Contact Information including name, title, phone number and email address.
10. Co-Principal Investigator's Organization & Department Contact Information including the mailing address and website.

Part 2: Research Summary

The following questions will be asked in Part 2 of the online application – please note the 500-character limit for each answer.

1. Abstract of Research Plan

   Provide an executive summary with 5 underlined phrases for the planned project. State the broad, long-term objectives and specific aims, making reference to the health relatedness of the project. Describe concisely the research design and methods for

achieving these goals. Avoid summaries of past accomplishments and the use of the first person. This description is meant to serve as a succinct and accurate description of the proposed work when separated from the application. Do not exceed 500 characters.

2. Statement of Clinical Relevance
   Provide one paragraph that explicitly and clearly describes how your research project will impact the clinical practice of arthroscopy, knee surgery and orthopaedic sports medicine. Describe how your project will change the way we think about clinical problems or how we treat them. Do not exceed 500 characters.

3. Potential Clinical Strategies
   If your project is successfully completed (e.g., hypotheses confirmed or aims achieved) specify how the information could be used to develop strategies for treating a specified targeted patient population. Do not exceed 500 characters.

4. Role of the Orthopaedic Surgeon
   Provide a statement clarifying the role of the orthopaedic surgeon, stating significant part taken in the planning and/or execution of the design and analysis of data and time to be allocated to the project each week during the grant time period, including percent of time and use of time. Simple technical roles such as obtaining tissue samples at surgery or providing patients for analysis are not generally considered to be substantial roles. Do not exceed 500 characters.

5. Statement of Career Goals
   Provide a brief statement describing your career goals, including a summary of past accomplishments in research, citing future research goals and how successful completion of this Research grant will enhance your potential for future national level funding. Do not exceed 500 characters.

6. Relevance to the Mission of ISAKOS
   Provide a statement describing the relevance of the project to the mission of ISAKOS. Do not exceed 500 characters.

7. Specialty Society Relevance
   Describe how your research applies to, and ultimately benefits ISAKOS members.

Part 3: Research Plan and Forms Upload

Download and complete the following forms according to the directions listed beneath each form below. Once complete, save the forms and have available to upload in Part 3 of the online application Form 1: Research Plan

Complete the Research Plan by following the instructions below. Total Research Plan attachment/document is not to exceed twenty (20) pages and must be saved as a PDF or Word document.

1. Specific Aims – Provide testable, null hypothesis(es) with a concise statement of the aims of the proposed research. Clinical relevance must be explicitly noted. (Should not exceed 1 page).

2. Background and Significance - Summarize important results to date obtained by others on the problem, citing publications. Clinical relevance must be explicitly, specifically, and clearly noted. In general, suggesting that the work will "increase our understanding", will not be considered an adequate explanation. Rather, the relevance must be in terms of how the work will change the way we think about clinical problems and how we may treat patients. (Should not exceed 3 pages).

3. Preliminary Studies/Progress Report - Describe briefly any work you have done that is particularly pertinent. On projects where human subjects are placed at some risk, where animals are used for experimentation, or where there is a laboratory methodology with which the applying institution has not had well documented experience, the investigator is encouraged to submit data from a pilot study.

4. Research Design and Method - Give details of your research plan, including how the results will be analyzed. For each specific aim mentioned in "a", show how your plan is expected to fulfill the aim. Please include an estimated timetable. Also, include method of statistical analysis, if relevant. Power studies with clearly delineated assumptions to justify the study sample size, and therefore the cost of the grant, are expected. Please state inclusion criteria (gender, children, ethnicity) and a statement of gender differences, when applicable.

5. Human Subjects - Attach a Human IRB statement, if applicable. IRB approval is required for any study involving patients or patient materials. If approval is pending at the time of application, you will be asked to provide the expected approval date in Part 1 of the online application. If the project is funded, final IRB approval is required before funding may begin.

6. Vertebrate Animals - Attach a Vertebrate Animal IACUC approval, if applicable. If approval is pending at the time of application, you will be asked to provide the expected approval date in Part 1 of the online application.

7. Literature Cited - List material referenced in application, including full author list and full titles.

Form 2: Multi-Center Performance Sites & Resources

FACILITIES: Specify the facilities to be used for the conduct of the proposed research. Indicate the performance sites and describe capacities, pertinent capabilities, relative proximity, and extent of availability to the project. Under "Other," identify support services such as machine shop, electronics shop, and specify the extent to which they will be available to the project.

MAJOR EQUIPMENT: List the most important equipment items already available for this project, noting the location and pertinent capabilities of each.

Form 3: Key Personnel

Starting with the Primary- and Co-Investigators, complete the form for all of the Key Personnel providing the Name (sur- and family-name), Organization Name, Role on Project, and Specific Function(s).

Form 4: Biographical Sketch for Key Personnel

Starting with the Primary- and Co-Investigators, complete the form for each of the Key Personnel - DO NOT EXCEED TWO PAGES PER PERSON. Please upload one file containing all Biographical Sketches for all of the Key Personnel in the order listed on the Key Personnel form.

Form 5: Detailed Budget & Justification

Provide the detailed budget for the duration of the proposed grant period with justification for each expense and category.

- Salaries and Wages: Enter the name, percent of time on project and salary requested, as well as normal fringe benefits, i.e., pay for vacation, sick days, and holidays charged to the grant. No salary can be requested for principal investigator or co-principal investigator.
- Permanent equipment: Any major piece of equipment or apparatus costing more than $500 should be itemized, and justifications made.
- Consumable supplies: Glassware, chemicals, supplies and all expendable materials may be grouped in this category under appropriate subheading.
- Animal charges, core facility fees, and fees for special procedures must be itemized.

Form 6: Other Support

Provide information on other support on continuation sheet. List the research funding the Principal Investigator, Co-Principal Investigator, and other investigators have received. Please list any ISAKOS funding first.

- List research funding relevant to this project for the past five years.
- List funding received for other research projects for the last five years, including your own institution.
- List current funding, identifying potential overlap and no potential overlap of projects. On projects with funding of $50,000 (USD) or more with potential overlap, the PI, Co-PI, and other investigators must list the aims of their projects.
- If the PI has/had NIH funding or the equivalent in his/her country, the PI is eligible for ISAKOS/OREF funding if the grant was a NIH training grant. The Co-PI on an ISAKOS/OREF grant can have current/past NIH funding or the equivalent in their country but must list project titles of all such funding, and must describe scientific and financial overlap.
- List facilities available at your institution. Include laboratory space and major equipment available for use with this investigation.

Part 4: Login and complete Part 1, 2, and 3 of the online grant application

Please submit complete application online via the ISAKOS website by the deadline date. Questions may be addressed to grants@isakos.com, or by calling the office at +1 (925) 807-1197.

Submissions failing to follow the guidelines or instructions will not be considered.