



PURPOSE

The purpose of the National Council for Therapeutic Recreation Certification® (NCTRC®) Research Grant Program is to:

- Provide opportunities for individuals pursuing a career in or already practicing recreational therapy to establish and maintain lines of research,
- Promote the collaboration between higher education faculty and practitioners,
- Support the provision of quality recreational therapy services, and
- Promote the CTRS® as the qualified provider of recreational therapy services.

ELIGIBILITY CRITERIA

All individuals who hold active status as a CTRS, or are currently enrolled in TR/RT coursework or academic programs may apply for an NCTRC Research Grant.

Note: Students applying for the grant must have a faculty sponsor.

Note: Current members of the NCTRC Research Committee or the NCTRC Board of Directors may not apply for an NCTRC Research Grant.

FUNDING LIMITATIONS

- A maximum of \$5,000.00 per proposal will be awarded to the selected applicant(s).
- Grant awards can be considered taxable income so a W-9 will be required for whomever will be receiving the funds, prior to release of the awarded amount.
- The Primary Investigator (PI) may have a maximum of one proposal funded per year.
- Non-funded proposals may be resubmitted for the next review cycle.
- Funding supports student assistants, supplies, costs related to data collection and other expenses associated with the research project.
- Funding will **not** cover fringe benefits, administrative costs, personal stipends or salary, training, courses, lessons or travel to conferences.
- All materials and equipment purchased with the NCTRC Research Grant funds must stay with the requesting agency.
- Duration of the grant is one year unless an extension is requested and approved.

FUNDING DEADLINES

Grants will be awarded two times per year with grant submission deadlines of October 15 at 11:59 PM ET and March 15 at 11:59 PM ET; and funding awarded in December and May to the selected applicant(s).

APPLICATION PROCESS

1. Submit the completed NCTRC Research Grant Application prior to the deadline for the October 15 or March 15 review cycle.
2. Attach all required documents for the NCTRC Research Grant Application in an email:
 - a. Completed application
 - b. Applicant's resume/vitae
3. Email the application packet to nctrc@nctrc.org and include "Research Grant" and your full name in the subject line.
4. Research Grant application packets will be reviewed by the Research Grant Committee** and applicants will be notified of the decision via email.

Note: Incomplete application packets or submitted materials that do not follow the Application Process will not be reviewed.

**The NCTRC Research Grant Committee members are not employees of NCTRC.

APPLICANT INFORMATION

Name:

Mailing Address:

City:

State/Province:

Postal Code:

Preferred Phone:

Email:

Please check appropriate information (*check all that apply*):

Student

Faculty

Practitioner

Please classify your level of knowledge and skill with research (*select only one*):

Novice

Basic

Intermediate

Working knowledge

Advanced

Well versed

Research type (*select only one*):

Basic

Pursuit of new knowledge or theoretical understanding related to recreational therapy. It is exploratory in nature involving the development of or testing of concepts or functions that can lead to applied research.

Applied

Applies the findings of basic research or other existing knowledge toward discovering new scientific knowledge that has specific commercial objectives with respect to new products, services, processes, or methods.

Program Evaluation

Systematic method for collecting, analyzing, interpreting, and using information to answer questions about programs, such as how well a program is working and why

Agency/University Name:

Resume/Vitae (*please attach a current resume or vitae to this application*)

COLLABORATION

Name of Primary Investigator:

NCTRC Certification #:

Expiration Date:

For students or practitioners, include information for the faculty sponsor:

Faculty Sponsor Name:

Faculty Sponsor NCTRC Certification #:

Expiration Date:

Identify funding from other sources and amounts to support this research:

Agency:

Amount:

Agency:

Amount:

PROJECT INFORMATION

The following statements reflect the purpose of the NCTRC grant program. Please check all that apply to your proposal:

Provide opportunities for individuals pursuing a career in or already practicing recreational therapy to establish and maintain lines of research.

Promote the collaboration between higher education faculty and practitioners.

Support the provision of quality recreational therapy services.

Promote the CTRS as the qualified provider of recreational therapy services.

Please describe how the project/program aligns with the intent of the NCTRC grant program.

Project Title:

Does your research involve human subjects? Yes No

IRB/REB: If your study involves human participants, please provide documentation of Institutional Review Board (IRB) or Research Ethics Board (REB) approval. If approval has not yet been obtained, indicate the IRB/REB to which the study will be submitted and provide the anticipated submission timeline.

Does your research involve animal subjects? Yes No

IACUC/ACC: If your study involves animal subjects, please indicate whether approval through the Institutional Animal Care and Use Committee (IACUC) or Animal Care Committee (ACC) is required, and provide a brief explanation.

Note: Funding will not be released until documentation of approved IRB/REB review and, if applicable, IACUC/ACC approval has been submitted to NCTRC.

Project Abstract

Abstract should be 2–3 sentences and provide a clear explanation of the motivation and plan of the proposed project that is understandable to non-experts in your field.

Project Description

Explain the need of this study, provide in-text citations, and what your plan is for dissemination of the results.

Research Methods

Provide your specific plan for carrying out the proposed research.

Methodology

Detailed Explanation

Research or Evaluation questions

Research design (*approach to research design, identify specific methods*) OR
Type of Evaluation to be conducted

Setting

Sample/Population

Data Collection Procedures
(*instrumentation, how data will be collected, who will be involved*)

Data Analysis (*who is part of analysis team, how you will analyze data*)

Personal Impact

Outline how this funding and experience will change future opportunities and career outlook for you.

Timeline

Provide a timeline of your proposed research process, highlighting your ability to complete your research within an appropriate and reasonable time frame.

Reference List of Academic Literature

Please list academic citations, references or best practice literature to highlight research that directly relates or impacts your research proposal.

Budget Justification

Category	Detailed Explanation	Cost
Salary/Wages:		
Supplies:		
Travel:		
Contractual Services:		
Other:		
Other:		
Other:		
Total Cost:		
Total Requested from NCTRC:		

PUBLICATION STATEMENT

There is the expectation that published work will result from this funding and include the following statement within the published materials: "This research was fully or partially funded by the National Council for Therapeutic Recreation Certification® (NCTRC®) Research Grant Program." Failure to do so may impact future funding requests.

PERMISSION STATEMENT FOR NCTRC USE OF RESEARCH OR EVALUATION PRODUCT

NCTRC requires permission to post the research or evaluation product (or link to the product) resulting from this funding on the NCTRC website, social media sites, or in NCTRC marketing materials. If the publication will not allow this, a written summary of the research project and findings may be submitted to NCTRC to fulfill this requirement. At the conclusion of the research project, share with NCTRC the details and link to the website, publications, etc., where the research is published.

APPLICANT ATTESTATION

I understand and verify the following:

I verify that the information provided in this application is accurate.

I understand that no funds will be released until the approved IRB/REB and/or IACUC/ACC (if needed for the project) has been submitted to NCTRC.

I understand that I must include the following sentence in any published manuscripts or published materials relating to this project, "This research was fully or partially funded by the National Council for Therapeutic Recreation Certification® (NCTRC®) Research Grant Program."

I understand that by accepting this NCTRC Research Grant, that I am giving NCTRC permission to post any published materials (or link to the published materials) resulting from this funding on the NCTRC website, social media sites, or in NCTRC marketing materials. If the publication will not allow this, a written summary of the research project and findings may be submitted to NCTRC to fulfill this requirement.

I understand that by accepting this NCTRC Research Grant, I agree to complete the NCTRC Annual Summary Report at the conclusion of the study.

Signature *(handwritten or digital)*

Date

FACULTY SPONSOR ENDORSEMENT

Faculty sponsor, please indicate that you have agreed to supervise this student research project and that all of the information provided in this application is accurate.

I attest that as the faculty sponsor, I will supervise this student research project.

I verify that the information provided in this application is accurate.

Signature *(handwritten or digital)*

Date

REMINDER: Send the completed NCTRC Research Grant Application packet in one email which includes the completed application and the applicant's resume/vitae, to nctrc@nctrc.org, and include "Research Grant" and your full name in the subject line.

National Council for Therapeutic
Recreation Certification®

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