

LOUISA BURNS OSTEOPATHIC RESEARCH COMMITTEE (LBORC) Research Grant Process

- 1) The applicant approaches the AAO for a Research Grant and provides the following information about the research to be conducted.
 - Is the research specifically and primarily Osteopathic in nature? Does it involve any of the following:
 - Mechanism of action
 - Biomarker assessment in treatment delivery
 - Technique understanding or development
 - Inter-examiner improvement of Osteopathic Manipulative Medicine (OMM) records keeping
 - Improvement of Osteopathic Manipulative Medicine (OMM) specific measures of physiologic influence, changes, lengths of changes and responses to treatment
 - Development of statistical methods instruments
 - Statistical data gathering instruments such as: Surveys, SOAP notes, Health Status assessments, and instruments for bias reduction.
 - Because there are many other funding sources for equipment development outside the profession the request should not be for funding of:
 - Development of machines
 - Development of measuring tools,
 - Mechanical instruments.
- 2) If after the pre-screening process the prospective research project is found to be eligible for the AAO to consider funding, the LBORC sends an invitation to the *Principle Investigator*. The *Principle Investigator* is the person who would be heading up the research project if funded. It is usually the same person that made the initial contact, but that is not always the case.
- 3) The completed research application and the funding amount requested are submitted to the AAO for review by email in pdf form or fax or mail (whichever method is easier) and provide the return email address, fax number or mailing address. The research application is completed by following the steps outlined in the AOA Research Handbook; this includes completing all forms, documentation and requirements for the research project.
- 4) Research project applications and funding requests should be sent to the AAO Office to the attention of the Executive Director. The Executive Director then submits the research project for review to the LBORC Committee. The LBORC Committee assigns one or more reviewer/s to check the research application documents. At the next LBORC Committee meeting, the reviewers submit their review to the committee where the following decision will be made: not to fund the proposal at all; to partially fund; or to fund the full amount requested.
 - If the application is appropriate and needs more work before it can be recommended for funding, an LBORC member is selected to be liaison to the principal investigator; the liaison will contact the investigator/applicant and offer research design and application assistance as appropriate. The application is then resubmitted and the reviewers review it. The LBORC may approve a grant application in principle at the March meeting, and the liaison from the LBORC would work with the investigator from April - June, to rewrite and resubmit before the second week in June (end of May is preferable) in order for it to be placed on the agenda at the AAO Board of Trustees summer meeting in July.
- 5) If the application is deemed to have merit and appropriate for funding by the LBORC, a recommendation to fund is made to the AAO Board of Trustees, for consideration at its summer meeting. The applicant is informed of the AAO BOT decision within the month of July.
- 6) In the event the grant is funded by the AAO, the LBORC liaison is charged with keeping in touch with the researches and offering assistance as needed to keep the project on time and in accordance with protocol. The investigator is encouraged to contact the liaison anytime for any questions.
- 7) A progress report is required for the LBORC and BOT at the following Convocation meeting in March. The project is required to have a final progress report, including itemized use of all funds, to the BOT by June of that year.