

REQUEST FOR PROPOSALS (RFP)
CONFERENCE/EDUCATION/TRAINING

ISSUED BY THE SPINAL CORD INJURY RESEARCH FUND
ADMINISTERED BY THE MEDICAL UNIVERSITY OF SOUTH CAROLINA (MUSC)

RFP 2017 – CET

Date of Release: August 28, 2017

Deadline for Submission: Open

Background: Amendment (Bill S54 44-38-510) to Section 2, Chapter 38, Title 44 of the 1976 SC Code was ratified on July 20, 2000 and authorized the new South Carolina Spinal Cord Injury Research Fund (SCIRF) provided from a \$100 surcharge on each Driving Under the Influence (DUI) conviction. The SCIRF is administered by the SCIRF Board appointed by the Governor and is attached to MUSC for staff and administrative purposes. The law authorizes the SCIRF to utilize monies to cover basic operating and administrative costs but directed that the balance be provided for spinal cord injury (SCI) research projects.

SCI is a serious cause of disability, results in an increased lifelong risk of secondary health conditions, and is typically associated with elevated risk of mortality. Often traumatic in origin, it may also result from inflammatory, neoplastic, developmental, or rarely infectious causes. The consequences of SCI are legion, including paralysis of legs and arms, even muscles of respiration; loss of sensation and autonomic control; chronic pain; impairment of bowel, bladder, and sexual function; metabolic disorders, such as hypercalcemia; muscle spasticity with contractures of joints, fractures, and heterotopic ossification; complications such as decubitus ulcers, uncontrolled blood pressure, and frequent infections. People with SCI may face extraordinary demands due to the costs of medical care, limitations in rehabilitation resources after profound loss of mobility, and the absence of environmental supports. The families of people with SCI also face additional demands, and the costs of care to families and the residents of South Carolina are extraordinary and ongoing. The long-term goal of this research initiative is to minimize the risk and incidence of SCI, interrupt or reverse the process of SCI, and improve the health and quality of life for residents of South Carolina with SCI.

Some areas of potential conference/educational/training interest include: secondary conditions, healthcare, rehabilitation, therapies (prosthetic, physical, occupational, speech/language, recreational), quality of life (technological solutions, functional improvement), attendant care, education and prevention, including education curriculum for people and families in appropriate and adequate SCI care (classroom, career), community (prevention of alcohol-related injury, opportunities for therapy and rehabilitation), and health care providers (curriculum at South Carolina colleges and universities, professional education).

Request for Proposals: The SCIRF invites applications for *Conference/Education/Training* grants. The goal of this request for proposals is to support entities that will improve the knowledge of people with spinal cord injuries in South Carolina, their families and/or healthcare professionals that provide care for people with spinal cord injuries in South Carolina.

Funding Mechanism: Conference/Education/Training Grants

Conference/Education/Training grant funds will not exceed \$30,000 over a 12-month period. The goal of this award is to support entities in the statewide education and/or training of those with SCI in South Carolina or healthcare providers in South Carolina.

Eligibility and Terms of Support: *Conference/Education/Training* grant applications will be accepted from entities and organizations as well as healthcare providers directly involved with people with SCI in South Carolina. Proposed activities and impact should be statewide.

Reporting/Presentations: A 6 month Technical Progress Report is required. A Final Report is due within 60 days after termination of the grant. All reports should be submitted to the Executive Director. In addition, all applicants will be required to present their materials and results at a SCIRF meeting and/or Scientific Conference.

Funding: *Conference/Education/Training* grant funding will not exceed \$30,000 over a 12 month period. The SCIRF does not provide support for indirect costs, and any such related costs essential to the proposed activities should be included in the direct cost budget request. All grant funds are State funds and therefore must comply with State funds regulations.

Timeframes: This mechanism is open, so there is no specific deadline. The review of all *Conference/Education/Training* grant proposals will be completed within 120 days following the receipt of the application. The SCIRF will make money available within 30 days following a recommendation for funding by the Scientific Directors, approval from the Board of Directors and receipt of signed acceptance forms from successful applicants.

Review Process: *Conference/Education/Training* grant proposals will be reviewed by the SCIRF Scientific Directors. The SCIRF Board of Directors will consider reviews in making final award decisions.

Submission Address: Grant applications should be submitted in PDF form by e-mail to the SCIRF Executive Director.

Letter of Intent: **All applicants are strongly encouraged to submit a brief Letter of Intent prior to crafting a full proposal.**

Application Format: The proposal must not exceed 8 pages, not including the Face Page, Abstract or any vita/biosketch. The application format is as follows:

- I. Face page
- II. Abstract
- III. Conference/Education/Training Proposal:
 - A. Planning Committee Members
 - B. Planning Timeline
 - C. Proposed Date(s)/Location(s) of Conference/Training/Education activities
 - D. Proposed education/training or conference agenda, topics and activities
 - E. Proposed Speakers/Trainers
 - F. Statewide Marketing Plan
 - G. Entities experience with specific topics and activities planned
 - H. Target Audience

- I. CEU's (if applicable)
- J. Proposed Registration Fee
- K. Significance/Need for proposed Conference/Training/Education
- L. Expected Results/Outcome
- IV. Letters of Collaboration (if applicable)
- V. Detailed Budget (with narrative justification)
- VI. Resume/CV of all planners/collaborators

Review Criteria: *Conference/Education/Training* grant proposals will be reviewed for strengths and weaknesses in each category above including the appropriateness of the budget. All proposals will be required to have statewide reach and impact.

Number of Awards: The SCIRF anticipates making up to 4 *Conference/Education/Training* grant awards each year.

Awarding of Funds: Projects will be awarded by grant or contract based upon applicable South Carolina policies, procedures, and laws concerning the expenditure of State funds. Grants or contracts are made to the principal investigator's institution, not to any individual or principal investigator.

For Questions or Additional Information: Potential applicants should contact Catherine Leigh Graham, Executive Director, South Carolina Spinal Cord Injury Research Fund.

Catherine Leigh Graham, MEBME

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FACE PAGE
SOUTH CAROLINA SPINAL CORD INJURY RESEARCH FUND
CONFERENCE/EDUCATION/TRAINING
RESPONSE TO: RFP 2017 – CET

Title of Project:

Name of Principal Investigator:

Institution:

Address:

Phone:

Fax:

Email:

Is this a resubmission:

Yes
 No

Total Amount Requested:

Name of Contact Person:

Phone of Contact Person:

Signatures

Principal Investigator: _____

Authorized Institutional Official: _____