

## *Graduate Research Award*

### **Description**

The MAR Graduate Student Research Award assists graduate music therapy students undertaking original thesis or dissertation research with a grant of up to \$1,000.00 to support research costs *prior* to the completion of their thesis/dissertation. This can include assistance with materials (e.g. data collection tools, music, etc.), consultation fees (e.g. methodologist/statistician), and/or expert mentorship (mentorship from expert faculty in the student's area of research who are not faculty at the student's university of study). Systematic reviews, meta analyses and meta syntheses will also be considered, but final projects that do not involve research will not be considered. The award is given for excellence in concept, methodological sophistication, and clinical benefit.

### **Amount**

Up to \$1,000

**Application Materials & Deadlines:** Application forms are located below. Pending availability of funds, deadline information will be announced on the MAR Website: [www.mar-amta.org](http://www.mar-amta.org)

## *Guidelines*

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- 1) Graduate student members of the MAR are eligible to apply for funding. Membership must be maintained through the period of funding and completion of the project.
- 2) For any one fiscal year, an applicant may apply for **one** category of funding (research/special project award, collaborative research award, graduate student research award), but may not simultaneously apply two or more categories.
- 3) The application must include a response to “Protection of Human Subjects” (Title 45, CFR 46, Department of Health and Human Services). This may include approval from the Human Subjects Review Board (HSRB) associated with an agency served by the applicant or university. Alternatively, the applicant may submit documentation as to why such approval is not necessary. If HSRB approval can only be obtained following successful funding, the applicant should submit an anticipated HSRB approval data. MAR funding will only be released after documentation of HSRB approval has been submitted to MAR.
- 4) Where agencies, facilities or institutions are involved, the applicant must have written consent from such organizations to conduct the proposed research study at their site.
- 5) Funds can be used for one or more of the following: materials (e.g., data collection tools, music, etc.), equipment (e.g., recording equipment), participant fees, consultation fees (e.g. methodologist/statistician), and/or expert mentorship (mentorship from expert faculty in the student’s area of research who are not faculty at the student’s university of study). All funding requests must be itemized.
- 6) Funds cannot be used for payment of faculty advisors, thesis or dissertation committee members, publication costs or indirect costs.
- 7) In-kind services in support of the proposed activity, if applicable, are to be identified, as well as disclosure of any fees received from clients if music therapy services are provided as part of the proposed activity.
- 8) Recipients are only eligible to receive one graduate student research award.

## *Procedures and Rating Criteria*

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### **Review Procedures:**

At least three members of the MAR Research Committee, along with one outside reviewer (selected by the MAR Research Committee Chair) will conduct an independent blind review of completed applications submitted by the announced deadline. Outcomes of the blind review will be presented to the Chair of the MAR Research Committee, the MAR President and ultimately, to the MAR Executive Board. Given a favorable recommendation for funding, the grant recipient will be notified by the research committee. The winning proposal will be announced at the MAR annual conference and on the MAR website following the conference.

### **Rating Criteria:**

#### **Does the proposal include the following:**

- 1) A clear and systematic statement of purpose, literature review, and identification of research gap.
- 2) A proposed method, including plan for data analysis, that meets scientific standards of quantitative, qualitative, mixed methods research, or research synthesis,
- 3) How research outcomes further clinical, professional, or disciplinary understanding.
- 4) A plan to disseminate the outcomes
- 5) A detailed budget, including a schedule for funding, clarity in how funds are to be used, and the identification of “in-kind services.”
- 6) A description that includes a 12-18-month, realistic timeline for completing all aspects of the proposed activity including the final report and dissemination of the results.
- 7) Relevance to the Mission of the MAR (see the MAR Website).

### **Recipient Requirements:**

- 1) It is expected that all aspects of the research study be completed within 18 months, including the submission of the final report to MAR. An additional 6 months is granted for dissemination of results (e.g. conference presentation, etc.).
- 2) Funding is to be used solely for purposes identified in the initial application. Changes to the proposed use of funds are to be reported in writing to the MAR Research Awards Coordinator. Significant budgetary modifications must be approved by the MAR Research Committee.
- 3) If the proposed activity is not completed with diligence, as indicated in the approved application, the recipient will, at the discretion of the MAR Executive Board, return all funds or the balance of funds awarded but not used. The Chair of the MAR Research Committee, in collaboration with members of the Research Committee, will forward such recommendations to the MAR President, if necessary.
- 4) The recipient must submit a final report to the MAR Research Committee within no more than two months following the completion date as stated on the initially approved application. The final report is to include an itemized financial statement and a formal evaluation of the research study or special project undertaken.
- 5) The recipient will give a “featured presentation” on the outcomes of the funded research at the first or second annual MAR conference following completion.

- 6) Any additional dissemination of outcomes within the context of this award shall give credit to the MAR for funding assistance.

**Application Procedures:**

- 1) Application information and materials (including forms) are included in this document and are available on the MAR Website: [www.mar-amta.org](http://www.mar-amta.org).

- 2) The completed application is to be forwarded electronically via email attachment to:

Joke Bradt, PhD, MT-BC  
Coordinator MAR Research Awards  
jbradt@drexel.edu

- 3) The application consists of three forms to be completed, including attachments as requested:

Form 1: Applicant Information  
Form 2: Blind Review  
Form 3: Statement of Compliance, including Confidentiality

Applicants are to submit Form 1 as one complete pdf file (including attachments), Form 2 as one pdf file, and Form 3 as one pdf file. Submissions with more than 3 pdf files will not be accepted. Please do not send the application as one ZIP file.

The files should be labeled as follows: Form1\_last name (e.g. Form 1\_BRADT)

- 4) All three forms must be completed in full and received by the announced date to be considered for funding.



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### Form 2: Blind Review

*Note: This form is presented as a Word Document and can be expanded as needed to include the information requested below.*

Directions: Please provide all information requested below.

- Use a 12-point font.
- Narrative information must be single spaced, with one-inch margins.
- All pages are to be consecutively numbered at the bottom of each page.
- All information presented in this form (form 2) is **NOT to exceed 6 pages in total**.
- As this is a blind review, **do not include any identifying information** related to yourself, research team members or agencies associated with your proposal.

1. **Title of research study:**

2. Dates of proposed research study period:

Start Date:

Completion Date:

3. **PURPOSE (1 paragraph):** State the purpose of your proposed research study.

4. **MAR MISSION (1-2 sentences):** Briefly summarize the relevance of your proposed research, whether directly or indirectly, to the mission of the MAR:

- to advance public awareness of the benefits of music therapy;
- to increase access to quality music therapy services;
- to provide support to its members within the Mid-Atlantic Region;

5. **SUPPORTIVE LITERATURE (1-2 pages):** Clearly describe the problem and identify the research gap that your study will address. Provide literature that supports your plans to address this research gap. Provide theoretical or conceptual framework that will guide your research, if relevant.

6. **METHOD (1-2 pages):** Identify and describe the method you will use to accomplish your purpose. This section should align with scientific standards of quantitative, qualitative, mixed methods research, or research synthesis (e.g. participants, procedures, materials, methods of data collection and analysis, methods for ensuring integrity).

7. **DISSEMINATION (1 paragraph):** Please describe your plans for dissemination of the results.

8. **BUDGET (1/2 page maximum):** *Note: the information requested below (9.1-9.2) may be presented in the order listed or may be presented (in total or in part) in a format of the applicant's choosing.*

9.1 Provide itemized budget with justification for each budget item, including total requested..

9.2 Briefly specify approximate calendar dates for the disbursement of funds from the MAR.

9. **DISCLOSURE (1-2 sentences):** Briefly state if any fees are received from clients or agency(s) for direct music therapy services as part of the proposed research study or special project.
  
10. **PROTECTION OF HUMAN SUBJECTS:** Without conveying the identification of yourself or agencies associated with your proposed research, and, as applicable, summarize below the manner in which protection of human subjects and confidentiality are addressed. This may include approval from an institutional review board (HSRB or IRB) or other official means to assure protection of human subjects, confidentiality of subjects, right of subjects to withdraw, how information will be maintained, and when information will be destroyed. If HSRB approval is sought, indicate the status of your HSRB application at the time of the submission of this proposal including the timeline for projected notice.

If the use of an HSRB Committee or other official means to ensure protection of human subjects is not applicable to the proposed research, explain why such approval is not necessary.

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**Form 3: Statement of Compliance, including Confidentiality**

Should funding be awarded for the research study as proposed, I agree to comply with the following:

1. To adhere to the published “Guidelines” and “Recipient Requirements” associated with this MAR member program.
2. To absolve the MAR of any liability associated with the implementation and final outcomes of the proposed research study.
3. To acknowledge having entered into a contractual arrangement with the MAR to carry out and report on results of the research as indicated in the approved proposal.
4. To ensure compliance, as applicable, of all persons associated with the proposed research.
5. To adhere to the *AMTA Code of Ethics* regarding all aspects of the protection of human subjects, including confidentiality.
6. To convey evidence to the MAR Research Committee of having initiated and received official approval of an institutional review board, as applicable, to insure the protection of human subjects (Title 45, CFR 46, Department of health and Human Services).
7. To acknowledge that the MAR Research Committee reserves the right to request additional information in order to insure the ethical integrity of the research.

Signature of Principal Investigator:

Date: