

**The Orthotic and Prosthetic
Education and Research Foundation, Inc. (OPERF)**

Educator Award Program Overview

2011

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Award Program

The Orthotic and Prosthetic Education and Research Foundation (OPERF) was established in 2008 as a foundation to serve the entire O&P field. Since its inception the foundation has awarded grants, fellowships, and prizes that will total over \$150,000 by the end of 2011 to promote and reward research and education in our field. This award program is part of the commitment of the Foundation to promote education.

Educator Awards

The OPERF Educator Award Program is designed to support orthotics and prosthetics educators who currently hold teaching positions at CAAHEP-accredited O&P education institutions who are pursuing higher degrees to improve their skills as O&P instructors. Educator Awards include a \$2,500 cash grant. Selection of the Educator Award recipients will be based upon the merit of the educator's submission.

Eligibility Criteria

- Employed as a faculty member at a CAAHEP-Accredited O&P Program
- Enrolled in an advanced degree program

Criteria for Reviewing Applications

Current Faculty Position:

- Individuals who are graduates of CAAHEP-accredited O&P programs will be given priority

Degree Program:

- Individuals who are pursuing research intensive degrees will be given priority
- Individuals who are enrolled as full-time students will be given priority over part-time students

Plan of Study and Progress toward Degree (Consider the following based on transcripts):

- Number of credits completed
- Grades
- Qualifying exam passed
- Proposal defended
- Higher priority will be given to applicants who have good grades and have made timely progress through the program.

Letters of Recommendation:

- Letter from Chair of Program where the applicant is employed. This letter should describe institutional support for the applicant to complete degree.
- Letter from the Academic Advisor where the applicant is enrolled as a student. This letter should assess the plan of study and the dissertation or thesis proposal (if applicable) as well as applicant's qualifications for graduate study and potential for academic success.
- Higher priority will be given to applicants who have strong support from the program where they are employed.

- Higher priority will be given to applicants who receive strong evaluations from their advisors.

Applicant Statement:

- Describe how the student's academic goals will contribute to excellence as an O&P faculty member.
- Describe how the OPERF Educator Award will assist the student in pursuing his/her academic goals.

Priority will be given to applicants who clearly describe how the degree will contribute to excellence as an O&P faculty member and how the award will help them pursue the degree.

Applicant CV:

- Priority given for professional presentations
- Priority given for publications
- Priority given for funded research

Award specifics:

- Award funds will be paid directly to the award recipient. All money awarded is considered taxable income.
- Award funds are to be used for direct education expenses including academic fees/ tuition, books, lab and material fees, dissertation costs, or other special services (such as computer time or photographic services) directly related to education expenses.

Review Process

All OPERF Educator Award submissions will be reviewed by a Review Panel, comprised of OPERF education committee members and ad-hoc members, as needed. Composition of the panel will be determined by the type and number of award submissions. The standing OPERF Education Committee Chairperson will serve as the Review Chairperson.

Function of the Review Panel

The function of the Review Panel is to evaluate the submissions, including the relevance, merit, and the appropriateness of each submission.

Review Process

All submissions will be administratively screened upon receipt for completeness and compliance with award requirements. Incomplete applications may be returned to the applicant without review.

Submissions will be assigned to two or more Review Panel members for review. All applicants who meet eligibility criteria will be scored based on the review criteria. Each application will be reviewed by two members of the Review Panel. Applications will be scored from 5.0 (highest priority) to 1.0 (lowest priority) based on the review criteria. Reviewers will present the applicants to the full Review Panel for discussion and final scoring.

Conflict of Interest Procedures

Review Panel and OPERF members involved in the Award Program are required to maintain confidentiality regarding all aspects of the award review process and the identity of award applicants. The OPERF will strive to review all submissions fairly and without bias. In cases where an award application is submitted by (1) a member of the review panel, (2) a panel member's employee or co-worker, (3) a panel member's student, resident or mentee, or (4) an individual with any other relationship to a Panel member that may constitute a potential conflict of interest, the Review Panel member in question will be recused.

Notification of Applicants

All applicants will be notified in writing of the status of their application following review. Notification will include information about how and when funds will be made available. Funds will be payable as a lump sum.

Resubmission

Applications not awarded may be resubmitted for the next available award cycle provided all award criteria are still met. A maximum of two resubmissions following the original submission will be accepted. The applicant is responsible for resubmitting the application using any updated instructions provided on the OPERF website. A cover letter should indicate that the application is a resubmission and a separate note should likewise indicate any changes made to the application.

Instructions and Form

Instructions and forms for submission of applications are available online (www.OPERF.org). The applicants are responsible for ensuring all materials are received by the due date.

Submission

Applications may be made by mail or email.

Email applications should be sent to: submissions@operf.org. The subject of your email should indicate: "OPERF Educator Award."

Applications may be mailed to:

Peter D. Rosenstein
OPERF Administrator
Orthotic and Prosthetic Education and Research Foundation Inc.
P.O. Box 34635
Washington, DC 20043-4635

2011 OPERF Educator Award Program Funding Cycle

The following are key dates and deadlines for the OPERF Educator Award Program. Applicants are responsible for ensuring all materials are received by OPERF by 5:00 PM, Eastern Time on the due date.

Educator Awards

- Submission dueJuly 1, 2011
- Anticipated Award notificationOctober 3, 2011

Contact Information

All requests for additional information may be addressed to:

Peter D. Rosenstein
OPERF Administrator
Orthotic and Prosthetic Education and Research Foundation Inc.
P.O. Box 34635
Washington, DC 20043-4635

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