

HTWF Research Proposal Guidelines

Please provide the proposal as a WORD document and as a pdf and e-mail to htwfoundation@aol.com. HTWF will acknowledge receipt of the proposal.

A preproposal is not required, but we would be happy to answer questions. Direct questions to Leslie at htwfoundation@aol.com or (281) 856-8340.

The proposal evaluation criteria are established by the Healing Touch Worldwide Foundation: specifically, proposals will be evaluated based upon:

- Rationale: the degree to which the proposed activity addresses an issue, problem, or opportunity in relationship to Healing Touch
- Scientific or professional merit: the degree to which the activity will advance the body of scientific knowledge regarding Healing Touch
- Qualifications and past record of investigators: degree to which investigators are qualified by education, training, and/or experience to execute the proposed activity.

The proposal must include the following information, as applicable.

1. General

Identify principal investigator(s) and known secondary investigators. Attach a summary of investigators credentials, background, affiliation and their role in the investigation. Identify the contact person for this application and their contact information.

Identify the location(s) where the study will be carried out. Describe the specific location(s) where HT treatments, if any, will be performed and steps to be taken to minimize environmental interferences during treatment.

Indicate the expected study timeline and the timing of major study segments (e.g., treatment, outcome testing, data analysis, documentation and submission for publication).

Indicate if IRB review is required. If so, indicate the expected timing for that review and the organization the IRB is affiliated with.

2. Proposal Specifics

Provide proposed study title and hypothesis. Discuss needs/problems to be addressed. Summarize and cite key existing publications on this topic.

Discuss this project's specific goals and objectives.

Provide a description of the proposed methodology for testing the hypothesis. Address the following, as appropriate:

- Anticipated test cohort size and characteristics.
- Characteristics of any planned controls and how they will be “treated” (e.g., normal treatments, non-HT complimentary treatments, no treatment).
- HT practitioner(s) qualifications.
- HT techniques to be employed or any criteria for guiding the practitioner in the choice of techniques.
- HT treatment plan and associated testing. Identify endpoints to be evaluated, evaluation procedure(s) (e.g., biotests, surveys) and their timing (e.g., before and after each HT treatment, after X number of treatments).
- Describe anticipated data analysis plan.

Indicate expected publication plans if publishable findings are found.

3. Budget

Indicate amount requested from HTWF. For multi-year projects identify funding requirements by year.

Indicate the expected overall budget and the estimated major categories of expense. Identify overhead amounts included in the budget.

If HTWF will be a partial funder, please indicate other funding sources and whether HTWF funds will be used for a particular portion of the study. Indicate expected timing for initiating the project if contingent on approval of other funding.

4. Attachments, as appropriate.

- Letter(s) of support (e.g., from hospital or university where study will be performed.)
- Copy of the informed consent form to be used for Healing Touch services and/or study participation.
- Copy of Institutional Review Board (IRB) approval, if IRB review has been completed.

5. Terms of Funding

- Quarterly or semi-annual progress reports are required, depending on the project duration.
- A final summary report and, if HT treatments are part of the study, photographs are required 30 days after completion. Publishable results will be kept confidential until publication.

Please specifically include with the final report a statement allowing HTWF to use the report content and photographs for informational and marketing purposes. Identify and obtain consent from any recognizable individuals in the photographs.

- Up to 25% of the grant may be withheld pending receipt of the final report.
- No HTWF funds will be disbursed until IRB approval, where required, has been received.