

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

**Student Award Program Overview**

**2010**

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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 the first Tamarack Prize together totaling nearly \$100,000 to promote and reward research in our field. This new award program is part of the commitment of the Foundation to promote education.

### **Student Awards**

The OPERF Student Award Program is designed to support prosthetics and orthotics students who are currently enrolled as students in a Commission on Accreditation of Allied Health Education Programs (CAAHEP)-accredited O&P program and who have completed at least one semester toward their degree program. The award is a \$200 cash grant and up to ten Student Awards will be available.

### Eligibility Criteria

- Enrolled full time in an CAAHEP-accredited O&P program

### Criteria for Reviewing Applications

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

- Number of credits completed
- Grades
- 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. This letter should assess progress in the program, academic potential, community or professional activities.
- Letter from a second Faculty member. This letter should assess progress in the program, academic potential, community or professional activities.

Applicant Statement:

- Describe how the OPERF Student Award will assist the student in pursuing his/her academic goals.

Applicant CV:

- Priority given for professional presentations
- Priority given for publications

### 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, or other special services (such as computer time or photographic services) directly related to education expenses.

## **Review Process**

All OPERF Student 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 at least 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, or (3) a panel member's student, resident or mentee, 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](http://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](mailto:submissions@operf.org). The subject of your email should indicate: "OPERF Student 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

## **2010 OPERF Student Award Program Funding Cycle**

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

### **Student Awards**

- Submission due .....October 1, 2010
- Anticipated Award notification ..... December 15, 2010

**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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