



MICROGRANT POLICY AND PROCEDURES

Updated July 2025

Section I:

- A. Objective: The objective of the POSNA Microgrant Program is to advance musculoskeletal care for children and adolescents through education, research, quality, safety and value initiatives, advocacy, and global outreach to children in underserved areas. The microgrant program is dedicated to promoting the diversity of its membership and to encourage members who do not typically receive major POSNA research awards to advance their creative ideas. All dues paying members in good standing are eligible. Active members are asked to encourage junior members to apply. Grants are for \$2500 or less, are a one-time award, and are awarded twice a year using OREF selection criteria by the Research Grants Selection Committee.
- B. Eligibility and Protocol (also see section 2)
Microgrant recipients in the previous cycle (6 months prior to current grant cycle) are not eligible for current grant cycle. Any current microgrant award recipient cannot apply for a future microgrant until the microgrant is completed. Each investigator is limited to two (2) grant proposal submissions per cycle but only (1) grant will be awarded. Microgrants should not be used to fund POSNA committee activities.
- C. Deadlines:
- Spring cycle announcement –January
 - Deadline for applications – March
 - Announcement of selections – Late April
 - Fall cycle – August
 - Deadline for applications – September
 - Announcement of selections – November
- D. Period of Grant: Each grant will be for one year, with a start date being the announcement of the selection. Each grant is for a one-time only award, with some exceptions for a project that needs to run for more than one year and may need additional funding for successful completion. A renewal of a project needs to go through the same review process as a first-time application.
- E. Resources and Awards. Multiple grants are available for a maximum of \$2,500 per grant.
- F. Questions should be emailed to Traci Russell at russell@posna.org

Section II:

- A. Eligibility: All dues paying POSNA members who are in good standing are eligible to submit an application for a microgrant. Residents and fellows who are not members of POSNA may submit an application, as long as a dues paying member in good standing is associated with the project and will be able to see it to completion. Some suggestions for the types of projects that could be funded are:
- Support a resident or student to do research or travel on a medical mission.
 - Projects from smaller institutions that don't get larger POSNA grants
 - Nontraditional grants not necessarily for research- educational ideas, advocacy, QSVI.
 - Outside the box ideas: Start-up funding for creative research project, pilot research project, proof of concept research to generate power analysis, statistical assistance for a research project, supplies to explore a new idea, assistance with creating an educational video for POSNAcademy, or other development of a creative idea.
 - Travel and Research for a History Project
- B. Use of Funds: Funds for Microgrants cannot be used for indirect costs for faculty, salary, administrative or overhead expenses. For example, funds can cover research staff time (e.g. Research Coordinator) but should *not* be used to cover investigator (e.g. MD) salary/time.
1. At completion of grant, any unexpended balance of \$100.00 or more must be refunded by check to POSNA within sixty (60) days together with the report of expenditures and accompanying documentation, properly submitted. Payment should be made in check, made out to POSNA with the grant recipient's name in the Memo, and sent to
POSNA
Attention: Accounting Dept- Microgrants
1 Tower Lane Suite 2410
Oakbrook Terrace, IL 60181.
- C. Application Procedure: Applications for microgrants are accepted twice a year, with the deadline to be set each year. Spring cycle: Submission opens in January, with a deadline in March. Fall cycle, submission opens in August, with a deadline in September.
- D. Application: The application must be completed in full via ProposalCENTRAL. You will be required to attach an updated CV document.
- E. Initial Review of the Applications: POSNA staff will collect all applications that appear to be complete and within the deadline. The Committee member representing the category of the application will review the application for completeness.

- F. Announcement: A written notification to winners of the following grants will be sent out in April (spring cycle) and November (fall cycle). Announcement to the membership will be sent out via email and newsletter. Winners of POSNA's microgrants will be recognized at POSNA's Annual Meeting during the Member Business Meeting. The cost of attending the Annual Meeting is *not* covered by POSNA.

Final Report

At the end of the one-year period, a one-page summary of your project should be submitted in ProposalCENTRAL under the "Deliverables" section. The report is due one month after the completion of your project. This summary should include the following:

- Include what worked and what did not work.
- Was the primary outcome measure of success reached?
- Future plans as a result of this grant.
- Final expenses of the project.
- How do you plan to communicate the results of this project to POSNA membership and beyond.

