



International
Paralympic
Committee

Classification Research Grant Scheme

Application Guidelines

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International Paralympic Committee

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1 Classification Research Grant Scheme

The Classification Research Grant Scheme has its origin in the Agitos Foundation (AF) Grant Support Programme, launched in 2013. This AF programme provided for an opportunity for International Federations and International Organisations for the Disabled to apply for financial support for ‘classification research and strategies’ initiatives.

Following internal evaluation of the AF Grant Support Programme it was decided to remove classification research as a funding area for the Agitos Foundation and to develop a specific Classification Research Grant Scheme, managed by the IPC. This decision indicates the importance the IPC pays to classification research and gives IFs and IOSDs the opportunity to focus on other projects under the continued AF Grant Support Programme.

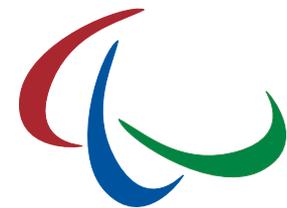
2 Eligibility of Organizations and Applications

Applications will only be accepted from International Federations, International Organisations for the Disabled and Recognized International Federations (further jointly referred to as ‘IF’).

Each IF can submit one application, with an exception for IFs that have combinations of eligible impairments for athletes with physical, vision and/or intellectual impairment. In this case, the IF can submit one application per impairment category (e.g. only one application may be submitted if the IF only includes athletes with physical impairments as eligible impairment; an IF with athletes with physical and visual impairments as eligible impairments can submit a maximum of two applications, one application related to athletes with physical impairments and one application related to athletes with vision impairment; an IF with athletes with physical, vision and intellectual impairments can submit three applications, one related to athletes with physical impairment, one related to athletes with vision impairment, and one related to athletes with intellectual impairment).

Collaborative projects across IFs are encouraged. Such projects will be considered as one application (this means one IF to lead on the application).

The Classification Research Grant Scheme is due to become an annual initiative. However, if a project is funded in 2017, the IF will not be entitled to apply for the same project, an elaboration of the 2017 project, or another project for the same impairment category in the next year. It will be at the discretion of the IPC to decide if a new application meets this criterion.



3 Grant Scheme Objectives

This Classification Research Grant Scheme is established to support IFs in their activities to meet the 2015 IPC Athlete Classification Code (Code) and to have a sport-specific and evidence-based classification system in place. Of particular interest are the following Code articles:

- 2.1 *Athlete classification in the Paralympic Movement (referred to in the Code as “Classification”) is a defining feature of Para-sport. It is defined as grouping athletes into sport classes according to how much their impairment affects fundamental activities in each specific sport or discipline.*
- 10.2 *International Sport Federations must develop sports-specific classification systems through multidisciplinary scientific research. Such research must be evidence-based and focus on the relationship between impairment and key performance determinants. Athlete input must be solicited to assist in research and improvement in classification systems.*

Therefore, applications must be considered in accordance with the 2015 IPC Athlete Classification Code objectives. Further detail on how to achieve these objectives are provided in the IPC Position Statement on Background and Scientific Rationale on Classification in Paralympic Sport (IPC Handbook, Section 2, Chapter 4.4) and most recent chapter on “Research needs for the development of evidence-based systems of classification for physical, vision and intellectual impairments” in the IOC Handbook of Sports Medicine and Science – Training and Coaching the Paralympic Athlete (eds. Yves Vanlandewijck, Walter Thompson).

The IPC Position Statement can be found under: <https://www.paralympic.org/the-ipc/handbook>. A copy of the IOC Handbook of Sports Medicine and Science – Training and Coaching the Paralympic Athlete has been provided to each IF in November 2016, or can be obtained from www.wiley.com.

Applications will only be considered if they include empirical procedures, such as data collection and analysis. Applications will not be considered if they only consist of expert meetings to explore research opportunities or to identify research parameters, or if the objective is to analyse data collected previously. Consequently, each application must:

- address in sufficient detail how each component of athlete assessment will be dealt with:
 - Measurement of impairment, and
 - Measurement of determinants of the activity assessment, including co-variables such as training history, equipment influence and other personal and environmental factors affecting activity levels



- obtain ethical approval of the project through the research academic partner associated with the project. The ethical approval letter will be prerequisite for the funding to be provided by the IPC, and must be obtained no later than at the moment of signing the project agreement with the IPC.

4 Budgets

The total budget for the 2017 Classification Research Grant Scheme is 150,000 EUR.

The maximum grant per individual projects is 20,000 EURO with a guaranteed matched funding by the IF and/or third parties of (at minimum) 30% of the budget requested (this is: an application of 20,000 EUR must have a guaranteed matched funding of 6,000 EUR).

The application will only be considered if there is a realistic objective of successful implementation within a two-year time frame from the moment of the contractual agreement with the IPC.

The grant to the recipient will be transferred in two instalments:

- First instalment: upon receipt of the signed grant agreement, accompanied by a signed ethical approval, the IPC will transfer the first instalment of 60% of the grant.
- Second instalment: upon receipt of the final project outcome report and a financial report which also verifies of the matched funding, the remaining 40% of the funded amount will be transferred. The IPC holds the right to withhold the second instalment if the project objectives are not achieved.

If the full budget is not used during the implementation of the project the IPC grant and the matching funding will be adjusted, and the IPC will deduct unused budgets from the second instalment.

Eligible costs of the project are those incurred during implementation, provided they are identifiable and assigned to the project (direct costs). These may include but not be limited to:

- Reasonable costs of staff directly assigned to the project (with the exception of IF Management Team Member costs that cannot be accounted for as matched funding)
- Reasonable meeting costs (meeting-only projects are not eligible, see section 3)
- Reasonable travel costs
- Cost of equipment purchase or rent
- Subcontracting to experts that are not IF Management Team Members



Any staff/subcontracting costs may not exceed 30% of other direct eligible costs. Costs arising from any institutional meetings are non-eligible for funding from this grant.

The budget may include a flat-rate amount, not exceeding 7% of the eligible direct costs to cover for any indirect costs related to the project (overhead costs).

The IPC reserves the right to determine which costs are considered ineligible and those which are not.

5 Timeline

The 2017 Call for Proposals will be announced to the Membership and published on the IPC website on 6 June 2017.

During the application period, the IPC Medical & Scientific Director will be available to answer questions related to the application process and any required documentation via classification@paralympic.org.

Applications are due to be submitted by 15 July and applicants will be informed no later than 1 October 2017 of the result of their application.

The project must start after 1 November 2017 and be finalized within a two-year time frame. Any unforeseen circumstance must be reported to the IPC without delay, in which case the IPC holds the right to review the eligibility of the project and eventually review or revise its decision. If the application is part of a larger scale project that might have been initiated before 1 November 2017, expenses incurred before that date will not be considered as part of the project budget and must not be covered by the grant or matched funding.

6 Selection Process

Each application will be reviewed by at least two external scientific experts, who report to a Selection Committee that is composed of the Chairperson of the IPC Classification Committee (*), the Chairperson of the IPC Sports Science Committee (*), the IPC Medical & Scientific Director, and the IPC CEO. The Selection Committee will make the final decision, considering the external expert review and its own assessment. The IPC CEO will act as the Chairperson of the Selection Committee.

() in case of any of these persons being involved in a project application, another Committee member or any other expert will be appointed by the IPC CEO.*



Proposals that fulfil the application criteria will be scored using the following criteria:

Relevance of the project	<p>The relevance of the project to the 2015 Athlete Classification Code objectives (10 points)</p> <p>The relevance of the project to the IF/Sport classification system review (10 points)</p> <p>The extent to which the proposal is suitable to produce high-quality outcomes (15 points)</p>	35 points
Quality of the design and implementation	<p>Proposed activities and expected outcomes are in line with the IPC position statement, IOC Handbook Chapter and the 2015 IPC Athlete Classification Code (15 points)</p> <p>The quality of the proposed methodology, including the capacity to complete the project through the supportive facilities and equipment (10 points)</p> <p>The consistency between the timelines and the proposed activities (10 points)</p> <p>The consistency between the project and the budget (10 points)</p> <p>The quality of the project management (researchers + management) (10 points)</p>	55 points
Overall Assessment	Overall clarity, completeness and quality of all phases of the project (10 points)	10 points
TOTAL		100 points

7 Submission of the Application

To be considered for funding, applications must be in accordance with the application criteria.

Applications with missing documentation (e.g. signed support letters, application for ethical approval) will not be eligible for review.

Applications after the deadline will not be considered.



Appendix 1 – Application Details

The application must be submitted as defined in these Guidelines through the attached application form and send to classification@paralympic.org.

1. Identification of the Applicant	Name and contact details of the Applicant <ul style="list-style-type: none"> • legal representative • project leader within the IF
2. Project information	Title Executive Summary (max. 250 words)
3. Objectives	Detailed objectives – how does the project strengthen the IF classification system Detailed methodology Detailed activities and timelines Key Performance Indicators
4. Partners	Identification of the lead research partner in the project <ul style="list-style-type: none"> • Institution/University/Research Centre • Project Leader • Academic record supporting the expertise • Support Letter by legal representative of the University/Research Institution Other collaborating partner(s) <ul style="list-style-type: none"> • Identification • Particular expertise to the project • Support letter(s) Identification of roles and responsibilities of each partner in the project
5. Ethical Approval	Ethical approval application from the lead research partner Institution
6. Matched Funding	Confirmation letters for guaranteed matched funding



Appendix 2 – Budget details

1. Personnel Costs	Not exceeding 30% of the sum of 2-4
2. Equipment Costs	
3. Costs related to data collection	
4. Costs related to planning/data analysis/reporting	
5. Indirect costs	Max 7% of total budget (incl. matched funding)
6. Matched Funding	Amount + source