



The American Hand Therapy Foundation's mission is to improve patient outcomes by promoting evidence-based practice through funding clinical and scientific research and education.

AHTF is committed to promoting a culture that respects diversity, inclusion, equity, and justice for all stakeholders involved in the delivery and research of upper extremity care.

Requirements and Responsibilities

American Hand Therapy Foundation (AHTF)

Evelyn Mackin Travel Grant for Education and Research

North Coast Medical, Inc. generously underwrites this grant.

Submission Requirements: Use the application form at www.ahtf.org

1. Submit application between May 1 and July 1.
2. Completed application packets should be emailed to the AHTF Director of Education, Hannah Gift, OTR/L, CHT at education@ahtf.org.
3. All application materials must be submitted electronically in one PDF document.
4. When awarded, and before receiving funding, disclose any relationships (familial, personal and/or professional) to persons with a direct interest or influence in the AHTF, such as board or committee members, or significant donors, when known.
5. The use of generative AI and AI assisted technologies (AI tools) is being monitored by AHTF. If AI tools are used with grant applications, transparency is required.

After Notification:

1. Sign the Memorandum of Understanding (MOU) accepting the responsibilities associated with the award and return the signed contract to the Education Director at education@ahtf.org.
2. Directly apply the grant funds to the expenses for which the scholarship is awarded.

Post-Award Requirements and Responsibilities:

1. Directly apply the grant funds to proposed and approved travel expenses incurred in the visit to the clinical or clinical research setting(s) for which the grant is awarded.
2. Once the award has been announced, prepare to provide receipts as expenses are incurred. The receipts should be scanned and emailed to the AHTF Education Director at education@ahtf.org and the AHTF treasurer (contact information will be provided).
3. Provide a progress report every 6 months after receiving the funds.
4. Complete the project within one calendar year of receipt of awarded funds.
5. Submit a written report detailing the educational or clinical research experience. The report is due to the AHTF Director of Education within 60 days of completing the educational or research travel(s).
6. Remaining unused monies must be returned to the AHTF Treasurer within one year after receipt of the funds.
7. Upon conclusion of the funding period, the applicant must: 1) Prepare an in-person podium or poster presentation at the following year's American Society of Hand Therapists (ASHT) Annual Meeting; OR 2) Prepare a submission to the ASHT Times. Applicants are encouraged to consider a submission for publication to the *Journal of Hand Therapy* or another peer-reviewed journal.
8. If any presentation(s) or publication(s) is (are) accepted, the recipient will give acknowledgment of the "American Hand Therapy Foundation" as the funding source for the grant.