



American Trauma Society, Pennsylvania Division
2 Flowers Drive
Mechanicsburg, PA 17050
(717) 766-1616
atspa@atspa.org
www.atspa.org

ATSPA New Fall Prevention Grant Guidelines and Timeline

Guidelines

Applying for an American Trauma Society, PA Division (ATSPA) Fall Prevention Grant means that you/your organization agree to all terms and guidelines set forth by the ATSPA. ATSPA **member hospitals** may apply to implement evidence-based fall prevention projects. Proposals must comply with all state regulations of current funding received by the ATSPA. The ATSPA will only review one entry per membership and will only accept the first entry received. ***This is a competitive grant application. The ATSPA Fall Prevention Grant Review Committee will review proposals for compliance of the following:*** grant requirements, quality of objectives, data and evidence, educational plan, target audience, geographic area, suitable timeline, anticipated results, evaluation of project, and budget. Please see the full criteria on page 2 of this document. The ATSPA will provide multiple fall prevention grants with a maximum of ***\$10,000 each***.

Please see the sample application and budget form that is available by clicking [here](#). These two documents detail all the information that is requested in the online application. Please use these resources to prepare your application. Additionally, a sample final report is available on our website to help awardees collect the data and information needed at the end of their project. This final report is only required to be completed by those who receive fall prevention grant funding and must be submitted to the ATSPA no later than ***June 1, 2025***.

Restrictions and Allowances

ATSPA Fall Prevention Grant funds ***may not be used*** for maintenance, contractor fees for outside speakers, clothing, mileage, salaries, technology (tablets, computers, etc.) or to supplement existing programs that are ***already funded***. Funds can be used to add to or extend a program that is already being implemented, (example: to provide fall prevention supplies to participants in the program, to provide additional or follow up sessions of an evidence-based program) but funds ***cannot*** be used to replace or supplement current funding of an already funded program.

Funds ***can be used*** for proposals using evidence-based programs that focus on direct services and/or for purchasing fall prevention supplies (ie: tangible fall prevention products including, but not limited to, grab bars, bath treads, non-slip rugs, reach-and-grab pickup tools, raised toilet seats, shower chairs, etc. Resource: [The Role of Assistive Devices in Preventing Falls at Home - VHA Home HealthCare](#)), light healthy snacks for fall prevention class attendees (not to exceed \$6.00 per person for all classes combined), printing materials to support the fall prevention proposal, and advertising to support the fall prevention proposal communication efforts. All funds must be used to support fall prevention proposals within the Commonwealth of Pennsylvania. Grantees are required to include the ATSPA logo on all marketing materials throughout the course of the project. ***The ATSPA must approve all marketing materials in which its logo is included before production.*** Please reach out to Kim Nunemaker (knunemaker@atspa.org) for logo formatting/approval or any general application questions.



American Trauma Society, Pennsylvania Division
 2 Flowers Drive
 Mechanicsburg, PA 17050
 (717) 766-1616
atspa@atspa.org
www.atspa.org

Education must be delivered when providing fall prevention supplies. An education component must be included in all proposals and is a required field in the application. The outreach plan of an application is evaluated and scored, and if there is no clear educational outreach indicated on the application, the proposal will not be funded.

Review and Selection

The applications receiving the highest scores, based on the below criteria, will be selected for funding.

Maximum Points	Criteria	Questions to be Considered
10	Quality of Objectives	Are there 3 specific goals listed? Are they measurable?
15	Data and Evidence	Does the project provide relevant/recent data? Is there a reference for the evidence base of the proposed project strategy? Is there an indicated need for this project?
20	Education Plan	Does this project include partnerships, in-kind resources, etc.? Can the project be completed within the allowed timeframe? Does the education plan make sense?
5	Target Audience	Does this project target an under-resourced, underserved, or high-risk population? Is there an estimated number of people who will be impacted by the project?
5	Appropriate Geographic Area	Is this program needed in the targeted area?
5	Suitable Timeline	Does the project follow the required timeline? Does it include dates?
15	Anticipated Results	Are the results cohesive with the rest of the project? Are the results realistic?
15	Evaluation of Project	Are there informal and/or formal evaluation methods being used that are feasible? Do they relate back to the objectives?
10	Budget	Is the budget in the correct format? Is it compatible with the objectives and outreach plan?

Evidence and Data: The sources listed below for both evidence-based/informed strategies and for data collection are not comprehensive.

All proposals must be based on evidence-based and/or evidence-informed practices and strategies in preventing older adult fall injuries and deaths. Funded projects must implement a specific evidence-based program or support the implementation of an evidence-based program or strategy.

Two sources for evidence-based/informed strategies include the following:

- [Falls Compendium | Older Adult Fall Prevention | CDC](#)
- [Evidence-Based Falls Prevention for Older Adults \(ncoa.org\)](#)



American Trauma Society, Pennsylvania Division
 2 Flowers Drive
 Mechanicsburg, PA 17050
 (717) 766-1616
atspa@atspa.org
www.atspa.org

Projects should also utilize local data when appropriate. This includes not only local hospital data, but also community needs assessments relevant to the service area and project application, along with other related resources.

Two possible sources for data collection come from the following:

- [PA Department of Aging](#)
- [Agency for Healthcare Research and Quality](#)

Timeline

September 4, 2024	Grant Applications are due via online submission
October 9, 2024	All applicants will be notified of the award determination
October 9, 2024 - June 1, 2025	Grant Implementation and Completion
June 1, 2025	Final Reports and Expenditure forms are due
June 15, 2025	Unused funds must be returned to ATSPA office

Please note that all older adult fall prevention projects and final reports must be completed by June 1, 2025. Final reports will need to be submitted online and will require a final expenditure form, which will be provided to awarded grant recipients. Any unutilized funds must be returned to ATSPA, in the form of a check, prior to **June 15, 2025**. Member hospitals who are awarded fall prevention grants will receive specific instructions on the final reporting process via email. *Failure to comply with these rules and the timeline listed above may impact future grant award opportunities.*