



PFOLA Administration Office
1383 Homer Street
Vancouver, BC V6B 5M9 Canada
Tel: 604-685-4818 Toll Free: 1-800-347-6585
Fax: 604-685-5787 Email: info@pfola.org

PRESCRIPTION FOOT ORTHOTIC LABORATORY ASSOCIATION

REQUEST FOR PROPOSALS

Deadline for submission: October 1, 2007

THE INFLUENCE OF CUSTOM FOOT ORTHOSES ON CLINICAL OUTCOMES

July 2007



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I. INTRODUCTION

The Prescription Foot Orthotic Laboratory Association (PFOLA) is issuing this request for proposals (RFP) seeking responses from qualified entities for clinical outcome studies.

PFOLA is an association of national and international prescription foot orthotic laboratories dedicated to promoting the professional use, and improving the efficacy of custom, prescription foot orthoses. Through funding of independent clinical research, PFOLA is looking to amass data regarding the efficacy of custom functional foot orthoses.

PFOLA will fund up to **\$30,000USD** to the applicant(s) whose proposal(s) meet the criteria developed by the Grant Committee of PFOLA.

II. FOCUS

This RFP is focused on the clinical outcomes of custom, prescription foot orthotic intervention.

If the focus of the proposed research is that of clinical outcomes, researchers are invited to investigate the influence of the intervention on the following pathologies:

- Pediatric Flat Foot,
- Tarsal Coalition,
- Achilles Tendinopathy,
- Iliotibial band friction syndrome,
- Morton's Neuroma,
- Heel Spur Syndrome/Plantar Fasciitis,
- Apophysitis,
- Anterior Knee Pain (PFPS, patellar tendinopathy) , or
- Metatarsalgia.

The proposing researcher(s) is strongly encouraged to point out in the proposal any additional pathology they believe would have a positive outcome through therapy with custom foot orthoses; and any features or services that the



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researcher thinks are necessary or advisable in addition to, or in lieu of those specifically identified in this RFP.

The proposed research while focusing on clinical outcomes may also be designed to identify the dynamic influence of custom foot orthotic intervention on lower extremity biomechanics. Proposals that incorporate a combination of outcome and biomechanical analyses will be highly valued. This research should involve walking or running and should be directed toward how orthoses mechanically function to produce positive clinical outcomes. The proposed research should be an extension of what is currently published in the biomechanical literature.

III. EVALUATION AND SELECTION PROCESS

The researcher should be prepared to participate in or prepare the following:

A. Pre-proposal conference by telephone with a grant committee member

The intent of this effort is to prepare a committee member who will act as a representative "fair advocate" during the deliberations.

B. Requirements for Proposal

1. Number of copies (unbound):
 - a. Six unbound copies must be submitted with a single cover letter.
2. Format and content:
 - a. Cover letter,
 - b. Table of contents,
 - c. Executive summary of the clinical outcome study,
 - d. Statement of hypotheses,
 - e. Primary Investigator qualifications and experience,
 - f. Budget,
 - g. Key personnel,
 - h. Description of the methods and materials used to demonstrate the outcome,
 - i. Description and source of the subject population,
 - j. The subject screening and consent techniques to be employed,
 - k. Implementation plan and schedule, and
 - l. References of previous study efforts in the literature or elsewhere that the proposer will use as background.



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3. Deadline for proposal
All submissions must be postmarked by **October 1, 2007**.

C. Screening Panel

A review panel will evaluate all proposals. The review panel will be composed of members in the academic community and members of the professions that are familiar with the use of custom functional orthoses as a treatment modality. The selection panel will recommend to the PFOLA Board of Directors one or more proposals in accordance with the evaluation criteria set forth in Section IV below.

Prior to the completion of the evaluation process, researchers shall be prohibited from making contact with any member of the screening panel or the PFOLA Board. It is provided however that researchers may contact a grant committee member with any questions concerning proposal requirements or the RFP generally.

IV. EVALUATION CRITERIA

The proposals will be judged and scored on the following criteria and qualifications:

A. Performance and Technical Criteria:

- The researcher is required to:
 1. State what facilities (including a B.A.P.F.O.L. accredited laboratory) are available for this study,
 2. State what laboratory is available to perform this study; and
 3. Document the methods that will be employed in order to standardize use and techniques such as X-rays, MRI, E-Med, F-Scan, and colour photography, if included in the proposal. The custom orthoses to be employed shall be documented to standardize their use and their manufacturing must be well described.



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B. Qualifications of the Primary Investigator:

- The researchers are required to explain their qualifications, to undertake this study; including, but not limited to:
 - a) Previous experience in performing similar research; and
 - b) Number of years of experience they have with custom foot orthoses.

C. Implementation Plan and Schedule

- The researcher will adequately demonstrate a step-by-step plan and schedule, including dates that will produce clinical outcome data within 1-2 years of receiving the funds.

D. Budget and Finances

- The proposing researcher is required to:
 1. Demonstrate that the funds requested are adequate to satisfactorily,
 2. Complete the study or if applicable, identify additional sources of funding available,
 3. Adequately explain the administrative overhead included in the budget:
 - a) For personnel,
 - b) Describe additional equipment or facilities needed for the project, the cost of such equipment and to whom the researcher intends to bill these costs, and
 - c) Provide a statement that will delineate which if any; products and / or services received by subjects in the study will be billed to either the subject or a third party payer.

PLEASE SEND ALL PROPOSALS TO:

Ms. Sheila Beveridge, Executive Director
Prescription Foot Orthotic Laboratory Association
1383 Homer Street
Vancouver, BC V6B5M9
Canada

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