**PROPOSAL FOR PRENATAL/ EARLY CHILDHOOD GRANT CALL**

**(FOR HHP DOMAIN)**

Please do not exceed 8 pages for Sections IV, V, VI. Sections III, VII, VIII, IX, X, XI and XII as well as any additional information (e.g., Letters of Support) may be included as Annexes, but limited to no more than 80 pages. Please use Font: Arial 10 pt., Single spacing for your text.

**Note: We ask that applicants strictly adhere to the guidelines provided. Additional information submitted beyond the page count and beyond the information requested will be disregarded from the proposal assessment.**

|  |  |
| --- | --- |
| **SECTION** | **DESCRIPTION** |
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| **XIII** | **DECLARATION FROM THE HEAD(S) OF THE HOST INSTITUTION(S)** |

Kindly submit application to:

[hppo@hq.a-star.edu.sg](mailto:hppo@hq.a-star.edu.sg) (HHP domain)

***Last Updated: Oct 2021***

**Important:**

**Relevant privileged or confidential information should be disclosed to help convey a better understanding of the project. Such information should be clearly marked in the proposal.**

# DESCRIPTIVE TITLE AND EXECUTIVE SUMMARY

* Title of Proposal
* Executive Summary: List specific aims, specific challenges, hypotheses, methodology, potential applications/exploitations, transformative/differentiated/game-changing factors, budget, and funding period. (not more than 300 words)
* Articulate clear vision towards and potential for translation and impact (health, societal and/or economic impact) for child and maternal health

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# DETAILS OF TEAM MEMBERS (LEAD PI, TEAM PIS, CO-IS AND COLLABORATORS)

* + The Lead PI’s role will be to coordinate research activities carried by research team. He/ She will be responsible for all progress reporting of the platform, on behalf of the research team.
  + The Team PI(s) will be the representative leading the research at the Partner Institution.
  + The Co-I(s) will be the person(s) leading and managing a particular aspect of the collaborative effort.
  + Collaborator(s) refers to any company, institution, incorporated body or other public sector, industry or academic collaborator, who are engaged in the research in collaboration with Lead PI, Team PIs or Co-Is and their institutions.
  + Please note that grant funding will be awarded to Singapore public sector research performers only. Collaborators do not receive grant funding.
  + If required, please insert additional boxes below.

|  |  |
| --- | --- |
| **Lead PI:**  (Title, name and research institution, email address and contact no.) |  |
| **Team PI:**  (Title, name and research institution, email address and contact no.) |  |
| **CO- I:**  (Title, name and research institution, email address and contact no.) |  |
| **COLLABORATOR:**  (Title, name and affiliation, email address and contact no.) |  |

# REPORT FOR PREVIOUS FUNDING (IF APPLICABLE)

* If previously funded programme, please provide a short summary of achievements to date as an Annex to the proposal.
* Elaborate on the milestones achieved, outcomes, collaboration projects, public sector/industry funding received in Singapore as achieved by the programme.
* Include a summary of the budget awarded, and the utilization (to date).
* Please restrict this section to a total of 5 pages.

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# KEY OBJECTIVES AND DESCRIPTION OF PROPOSED PROGRAMME

* List key objectives *(What are you trying to achieve? Clear state the problem(s) to be addressed and the objective(s).)*
* Relevance to improving child and maternal health
  + What specific desired outcome(s) will this project address?
  + Explain how this project will contribute towards improving the desired outcomes for this grant call.
* Describe:
  + hypotheses and methodology
  + the novelty, transformative and game-changing concepts, or approaches
  + how the approach differentiates and sets it apart from others in the same field

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# SIGNIFICANCE AND POTENTIAL IMPACT OF PROGRAMME

* In the field of the proposed programme:
  + Provide an assessment of the local landscape in Singapore and how the proposed programme will develop or enhance existing capabilities.
  + Address the global competitive landscape and explain how the programme is differentiated and will set Singapore apart from competitors (if applicable).
  + Describe how the programme synergizes and brings together similar capabilities and/or develop new capabilities. Any engagement/collaboration plans with local/overseas groups?
* Where applicable, highlight how this proposed programme could:
  + Develop new product(s) or service(s), or improve existing practices that transforms and protects health, advances human potential, and creates economic value for Singapore and globally
  + Catalyse development of leading-edge technology
  + Create internationally competitive Singapore initiatives
  + Have the potential for implementation and to scale up for translation
  + Engage potential public sector partners for implementation or potential industry partners to establish R&D collaborations or consortia
  + And as a result, generate health, societal and/or economic impact or outcomes within 2-5 years
* Describe the value capture pathway and key public sector/industry development outcomes of the proposed programme using one or more of the following constructs:
  + Transform existing health/education system, HHP industry and companies in Singapore to maintain global competitiveness
  + Attract new R&D investments to Singapore by international and/or local companies (name company, where applicable)
  + Create new products/services/interventions that shape public policies/practices to impact lives, or new industry segment and businesses, or drive top line growth for companies in Singapore
  + Provide economic benefits to Singapore through reduction in healthcare/education costs or improvements in developmental outcomes / long-term health

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# IMPLEMENTATION PLAN

* Briefly describe team member(s)’ contribution to the programme and the plans for interaction among the team member(s) in achieving the research objectives.
* Please outline the public sector/industry engagement plan for your programme, including the following considerations where applicable:
  + Specified target translational partners and potential collaboration models for each partner
  + Outline pathways/plans for translation and evidence-based interventions to bring about impact
* Applicants are to include letters of support from potential public sector/industry collaborators if any (to be provided in the Annex).

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# BUDGET REQUEST

1. **Overall budget**

* Please indicate the **overall funding** required including the breakdown on budget requirement for manpower, consumables and equipment in the table provided below. **Please also replicate the table for further breakdown according to each investigator involved in the programme.** The following guidelines are to be used in the computation of the budgets.
* **Manpower (EOM):**

Please consult your respective HR.

* **Other Operating Expenses (OOE):**

Total OOE/FTE/year:

* **Travel Budget:**

Travel cost should only be used for purposes specific to this programme.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Manpower (EOM)** | **Qualifications** | **No.** | **Year 1($)** | **Year 2($)** | **Year 3($)** | **Total ($)** |
| Postdoctoral Fellow |  |  |  |  |  |  |
| Research Assistant |  |  |  |  |  |  |
| Laboratory Technician |  |  |  |  |  |  |
| Others  (Pls specify) |  |  |  |  |  |  |
| **EOM Subtotal** | | |  |  |  |  |
| **Equipment (please list)** | | **No.** | **Year 1($)** | **Year 2($)** | **Year 3($)** | **Total ($)** |
|  | |  |  |  |  |  |
| **Equipment Subtotal** | | |  |  |  |  |
| **Other Operating Expenses (OOE) (please list)** | |  | **Year 1($)** | **Year 2($)** | **Year 3($)** | **Total ($)** |
|  | |  |  |  |  |  |
| Materials & Consumables | | |  |  |  |  |
| Animal Cost (if applicable) | | |  |  |  |  |
| Use of Scientific Services (if applicable) | | |  |  |  |  |
| Others (e.g., Local research-related training & local conferences, courier/freight charges, local transport, publication fees, etc. pls state) | | |  |  |  |  |
| **OOE Subtotal** | | |  |  |  |  |
| **Travel Budget** | | | **Year 1($)** | **Year 2($)** | **Year 3($)** | **Total ($)** |
| Travel costs | | |  |  |  |  |
| **Travel Budget Subtotal** | | |  |  |  |  |
| **Total Direct Cost** | | |  |  |  |  |
| **Overheads costs (30% of direct cost)** | | |  |  |  |  |
| **GRAND TOTAL** | | |  |  |  |  |

1. **Justifications (where relevant):**

* **Manpower**

Please provide details on the proposed list of manpower to be supported.

* **Equipment**

For each piece of equipment ≥ SGD 100,000, please justify the proposed purchase.

* **Animal Cost**

Please provide a breakdown on the proposed animal cost e.g., number of mice and/or cages.

* **Use of Scientific Services**

Please provide details on the type of Scientific Services required (e.g., microscopy, sequencing services, etc.) and why these services are required for the project.

* **Others**

Please provide details (e.g., how many local conferences/training the staff employed under the grant will be attending or how many journal articles will be published for this project, etc.).

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# DECLARATION OF ETHICS APPROVAL

* The approval of the grant is subject to ethics approval. Please state if your study involves the following ethics categories and attach the ethics approval documentation, if applicable.

|  |  |  |
| --- | --- | --- |
| **Ethics Category** | **Involve?**  *(Y/N)* | **Please declare the participating institutions where study requiring ethics approval is conducted** |
| Human Subject |  |  |
| Use of Human Tissues or Cells from Primary Donors (i.e., subject / volunteers recruited for project) |  |  |
| Use of Commercially Available Human/Animal Tissues or Cells |  |  |
| Animal Experimentation |  |  |
| Requirement for Containment |  |  |
| Multi-centre Trial(s)  (if yes, please state all participating institutions / centres) |  |  |

# MILESTONES, KPIS and TIs

|  |  |  |
| --- | --- | --- |
| **Key Performance Indicators (KPIs)** | **Mid-Term Review Tracking Indicator** | **Projected KPIs** |
| Number of publications |  |  |
| Number of accepted recommendations from research that lead to impact e.g., change in policies, evidence of interventions, etc. |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Tracking Indicators (TIs)** | **Mid-Term Review Tracking Indicator** | **Projected TIs** |
| Number of Public Sector Projects |  |  |
| Number of submission of recommendations (e.g., White Papers) of changes to guidelines/policies, using results from research studies, programmes or trials |  |  |
| Number of industry projects |  |  |
|  |  |  |

* Public sector agency and company contributions should be accounted for via signed Research Collaboration Agreements (RCAs).
* Please also add on and propose additional KPI Indicators relevant for the programme (e.g., Number of publications, Number of TDs/patents/technologies deployed/licenses, Number of new/improved products/processes from R&D)
* Propose detailed scientific milestones for the programme. These will be used to assess the progress of the study. The progress of the programme will be taken into consideration for continued disbursements of funds.

*\*Please use shading for the time points*

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Research**  **Milestones/**  **Deliverables** | **Year 1** | | | | **Year 2** | | | | **Year 3** | | | |
| **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** |
| **Milestone 1** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Milestone 2** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Etc.** |  |  |  |  |  |  |  |  |  |  |  |  |

# OTHER FUNDING SUPPORT

* Please provide the following details on the grants currently held or being applied for by the team member(s) that is related to this programme.

1. **Support from any public sector/industry partner(s)**

* Provide details on the funding or other resources provided by any participating partner(s) for this programme.

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| --- | --- | --- | --- |
| **Items Supported** | **Funding Source** | **Amount of Fund ($)** | **Support Period (Year)** |
|  |  |  |  |
|  |  |  |  |

1. **Grant support received from local and foreign funding agencies**

* List all currently held grants by the lead PI and team member(s) related to this programme. These include those supported by / applied to A\*STAR, NMRC, Universities and other public funding agencies. Kindly attach the scientific abstract of each grant listed below for reference. **Please also provide a brief explanation on how the scope of research under each grant is different/ relates to the application.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Title of Research** | **Funding Agency** | **Amount of Fund** | | **Support Period (Year)** | **Expiry Date of the grant** | **Scope of research in relation to this proposal** |
| **Approved/ Received ($)** | **Balance Available ($)** |
|  |  |  |  |  |  |  |
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1. **List all grants applied for (e.g. NMRC, NRF, A\*STAR, MOE etc) where outcome is pending**

* Please indicate all the grants applied where the **Lead PI and Team PI(s)** are involved as PI, Co-Investigator or Collaborator. **Please also provide a brief explanation on how the scope of research under each grant is different/ relates to the application.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Title of Research** | **PI’s Role in project** | **Application ID** | **Funding Agency** | **Amount of fund applied ($)** | **Support Period (Year)** | **Any Overlapping Sections with Current Proposal?** |
|  |  |  |  |  |  | Yes/No |
|  |  |  |  |  |  | Yes/No |
|  |  |  |  |  |  | Yes/No |
|  |  |  |  |  |  | Yes/No |

# CURRICULUM VITAE

In no more than 1 page per team member, please provide only the following required information in the following format:

|  |  |
| --- | --- |
| Salutation & Name |  |
| Current Appointment(s) & Institution Affiliation(s) | (Please provide full details, e.g., joint appointments; other academic appointments including those outside of Singapore) |
| Latest publications in the area described in this project (list up to 10) | 1. Author; Title; Journal/Publication; Volume/Page/Date 2. Author; Title; Journal/Publication; Volume/Page/Date 3. Author; Title; Journal/Publication; Volume/Page/Date 4. Author; Title; Journal/Publication; Volume/Page/Date 5. Author; Title; Journal/Publication; Volume/Page/Date 6. Author; Title; Journal/Publication; Volume/Page/Date 7. Author; Title; Journal/Publication; Volume/Page/Date 8. Author; Title; Journal/Publication; Volume/Page/Date 9. Author; Title; Journal/Publication; Volume/Page/Date 10. Author; Title; Journal/Publication; Volume/Page/Date |
| Other key research achievements (e.g., patents, licenses, awards, spin-off companies, external consultancy etc.) |  |

# DECLARATION FROM THE LEAD PI , TEAM PI (s) and Co-I (s)

I, the undersigned, declare that:

1. that all information is accurate and to the best of my knowledge.
2. all investigators, listed as Lead PI, Team PI and Co-Is, have no conflict of interest with the public sector/industry partners (company (s) and company executives) as listed in this proposal.
3. similar versions or part(s) of this proposal have not been sent to other agencies for funding.
4. I agree to abide by the conditions governing the award of research grants set out by the Implementing Agency.

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Lead PI Signature, Name and Date

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Team Principal Investigator(s) Signature, Name and Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-investigator(s) Signature, Name and Date

# DECLARATION FROM THE HEAD(S) OF THE HOST INSTITUTION(S)

It is certified that:

the Institution agrees to participate in this Programme.

the Institution shall provide necessary facilities for implementing the Programme.

the Institution assumes financial and other management responsibilities for the duration of the programme to be carried out at their institution; and

the back-up funding for manpower, consumables, etc. is available for this Programme.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Head of the Institution Signature, Name and Date