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**SFS R&D PROGRAMME JOINTLY LED BY SFA AND A\*STAR**

**PROPOSAL FOR THEME 3 COMPETITIVE GRANT CALL – FOOD SAFETY SCIENCE & CONSUMER PERCEPTION BEHAVIOUR**

**IMPLEMENTING AGENCY – A\*STAR**

**All information is treated in confidence. The information is furnished to A\*STAR with the understanding that it shall be used or disclosed for evaluation, reference and reporting purposes. Please complete ALL sections, following instructions and prompts carefully. Incomplete submissions will not be accepted.**

**Proposal ID:** *(generated by iGrants)*

**Proposal Title:**

|  |
| --- |
| **List of Project Team Members** *(Please add/delete rows where necessary)* |
| **Role**  | **Name** | **Designation**  | **Department & Institution** | **Contact details (Email address)** | **% of time committed** |
| **Lead PI** |  |  |  |  |  |
| **Co-I (1)** |  |  |  |  |  |
| **Co-I (2)** |  |  |  |  |  |
| **Co-I (3)** |  |  |  |  |  |
| **Collaborator (1)** |  |  |  |  |  |
| **Collaborator (2)** |  |  |  |  |  |

1 Lead PI refers to Lead Principal Investigator who is the person to be named in the Letter of Award as the Lead Principal Investigator for the project. 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.

2 Co-I refers to Co-Investigator who is the person to be named in the Letter of Award as a Co-Investigator for the project. The Co-I(s) will be the person(s) leading and managing a particular aspect of the collaborative effort.

3 Collaborator refers to any company, institution, incorporated body or other industry or academic collaborator, which is not the employer institution of the Lead Principal Investigator or the Co-Principal Investigator but is to be engaged in the project in collaboration with the Host Institution. Please note that grant funding will be awarded to Singapore public sector research performers only. **A Collaborator is not eligible to receive any part of the funding for the project**.

**Industry Collaborator(s)** (If any)

|  |  |
| --- | --- |
| **Company Name** |  |
| **Company Address**  |  |
| **Email Address** |  |
| **Unique Entity Number (UEN)\*** |  |
| **Scientist Name** |  |
| **Scientist Email Address/Contact Number** |  |

\*UEN is a 9 or 10 digit identification number that is issued by the government in Singapore to all entities that operate within the country.

**SECTION 1. ABSTRACT/EXECUTIVE SUMMARY**

A scientific description of the project proposal including objectives, specific challenges, hypotheses, methodology and approach of the research proposal.

**SECTION 2. DETAILS OF RESEARCH PROPOSAL**

Contents for Section 2 and 3 must not exceed 10 pages and be written in font size 12-point with single line spacing.

***Research Objectives***

What are you trying to achieve? How does the project fit in the Singapore Food Story? Clearly state the problem(s) to be addressed, the objective(s) and significance of the project. Omit jargons and acronyms in description.

***Relevance to the Singapore Food Story R&D Programme Theme 3 Competitive Grant Call – Food Safety Science & Consumer Perception Behaviour***

Explain why the SFS R&D Programme Theme 3 Competitive Grant Call should fund this project. Which aspect of food safety science or consumer perception behaviour challenge statement will the project address? Please elaborate how this project will contribute to the specified targets set for the relevant research areas and include the baseline/reference used where relevant.

**SECTION 3. RESEARCH METHODOLOGY AND APPROACH**

***Previous Preliminary Work / State of Current Research***

PI should describe prior work that is related and/or relevant to this proposal and any preliminary results that would help support this proposal. Describe the state of current research for the proposed project within Singapore and for the rest of the world, i.e. list researchers who are working in similar areas and highlight their current work (both locally and globally).

***Proposed Approach and Methodology***

What is your research approach and how it differs from what others are working on? Explain why you think your proposal will be successful and describe the novelty of the research. Highlight the technical challenges and how you plan to overcome them.

**SECTION 4. PROGRAMME PLAN**

***Schedule and Budget of Proposed Research Project***

How are financial and human resources organised to accomplish the objective? What are the technical risks and how would these be mitigated? Please indicate the overall funding required, including the breakdown on budget requirement for manpower, consumables and equipment in the table provided below. Please provide the budget request for the whole project **AND** the budget request for the individual Research Institutions. The budget request for the individual Co-Is may be documented according to the institution requirements but is not necessary in the submission.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 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) |  | Year 1($) | Year 2($) | Year 3($) | Total ($) |
| Materials & Consumables |  |  |  |  |
| Animal Cost (if applicable) |  |  |  |  |
| Others (pls state) |  |  |  |  |
| OOE Subtotal |  |  |  |  |
| Overseas Travel/Conferences (OT) | Year 1($) | Year 2($) | Year 3($) | Total ($) |
|  |  |  |  |  |
|  |  |  |  |  |
| OT Subtotal |  |  |  |  |
| Total (Direct costs) |  |  |  |  |
| Overheads costs (20% of direct costs) |  |  |  |  |
| GRAND TOTAL |  |  |  |  |

Please indicate the number of KPI indicators that the project aims to achieve in the table below. These indicators are part of the Singapore Food Story R&D Programme Theme 3. Please feel free to add on and propose additional KPI indicators relevant for the project

|  |  |  |
| --- | --- | --- |
| **KPI Indicators** | **Mid-Term Review Tracking Indicator** | **Projected KPIs** |
| No. of R&D Projects (e.g. with industry) |  |  |
| No. of scientific publications |  |  |
| No. of IP (e.g. know-how, invention disclosures, patents) generated |  |  |
| No. of public communication initiatives  |  |  |
| No. of workshops (with industry and public sector partners) |  |  |
| No. of interns/students (tertiary-level)/ postdocs/ professionals trained |  |  |

***Role of Team Members and Work Package Allocations***

Please indicate the role and contribution of the Lead PI, Co-PI(s) and Collaborator(s). Briefly describe the plans for interaction among the team member(s) and collaborators in achieving the research objectives. Outline the schedule for all phases of the proposed project – a Gantt chart can be attached as an annex. CVs of all PI, Co-I(s) and Collaborator(s) should be attached in a separate document (see Annex A). Please 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** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Deliverable 1** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Deliverable 2** |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |

**SECTION 5. PROJECT DECLARATIONS**

***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: ) |  |  |

***Other Funding Support***

List all currently held or applied grants by the team member(s) related to this proposal. 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 one another.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grant Title and ID | Funding Agency | Total Amount (S$’000) | Years of Support | Project End Date(DD/MM/YYY) | Project Role(PI, Co-I, Collaborator etc,) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**SECTION 6. SIGNATURE(S) AND DECLARATIONS FROM PI, CO-I AND HEAD OF HOST INSTITUTION**

**DECLARATION FROM THE LEAD PI(S)**

I, the undersigned, declare that:

Similar versions or part(s) of this proposal have not been sent to other agencies for funding;

All the items proposed are required and necessary for my Project;

All the items proposed are accurate, appropriate and reasonable, and are aligned to the research objectives, proposed milestones and deliverables of my Project (e.g., no double funding/excessive purchase of equipment), and is aligned with the Host Institution’s HR and other policies;

I have done my due diligence to check and ensure that the budget indicated for all the proposed items/services/manpower to be purchased/engaged above (inclusive of salaries) are necessary, not inflated and are in accordance to the prevailing and consistently applied guidelines of my institution;

I have also done my due diligence to check and ensure that all the proposed Equipment to be purchased are currently unavailable in my institution. If the proposed Equipment is already available, please provide strong justifications on the need to purchase such similar Equipment;

I have done my due diligence to properly and thoroughly check through the above submission, to ensure that all information provided are correct and free from error;

I ensure that the study complies with all laws, rules and regulations pertaining to national and the institution's research operating procedures and guidelines;

I ensure that the proposed research will be conducted in the Host Institution;

I have gotten support from my institution for this proposal; and

I will abide by the conditions governing the award of research grants set out by the Implementing Agency.

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

Lead PI(s) Signature, Name and Date

**DECLARATION FROM THE CO-INVESTIGATOR(S)**

I, the undersigned, declare that:

1. that all information is accurate and to the best of my knowledge;
2. similar versions or part(s) of this proposal have not been sent to other agencies for funding; and
3. I will abide by the conditions governing the award of research grants set out by the Implementing Agency.

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

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 and provide the necessary facilities for this project;

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

the back-up funding for manpower, consumables, etc. is available for this project; and

the usage of funds proposed in this research project will be managed in accordance to the NRF Funding Guidelines, and governed within the prevailing policies of the institution.

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

Head of the Institution Signature, Name and Date

**ANNEX A: CURRICULUM VITAE** *(to fill up and attach as a separate document)*

Please note the eligibility requirements. Lead PI must:

1. Have a minimum of 0.75 FTE with an eligible R&D organisation.
2. Eligible R&D organisation include: Institutes of Higher Learning (IHLs), public sector agencies, not-for-profit organisations and research laboratories in Singapore. Companies are encouraged to participate in this grant call as collaborators with local research institutes.
3. Have a track record of leadership ability in coordinating research programs and providing mentorship to research team, as well as having productive research outcomes.

Please use the format below to provide the required information on the research team. Please indicate “**NA”** beside the label field if the required information is not applicable. Please limit the CVs to **2 pages** for each team member.

* Name
* Title
* Office mailing address
* Email
* Contact no.
* Current position (Please provide full details, e.g. primary appointment, joint appointments (include FTEs); other academic appointments including those outside of Singapore; percentage of time spent in Singapore every year, if applicable)
* Employment history
* Academic qualifications (Indicate institution’s name and year degree awarded)
* Professional awards (maximum 5)
* Top 5 publications in the last 5 years that pertains to the proposed project/programme
* Patents filed (related or unrelated to the study, up to 5)

**ANNEX B: PEER REVIEWERS**

1. Each application must include at least three recommendations of peer reviewers who could potentially be contacted to evaluate the proposal.
2. The following information regarding the recommendation should be provided:
3. Salutation/ First Name/ Last Name
4. Institution/ Designation
5. Email
6. Professional affiliation
7. Expertise/Research Interests
8. In providing the recommendations, the applicant certifies that the recommended reviewers:
9. are experts in the subject matter capable of offering unbiased opinions on the scientific merits of the proposed project;
10. have breadth and depth of knowledge of the field to evaluate the broader, multi-disciplinary, societal and educational impact of the proposed project;
11. have good knowledge of global developments in the field to evaluate the relevancy and competitiveness of the proposed project;
12. declare any relationship, direct or otherwise, with the applicant (e.g. thesis advisor or advisee, current or recent (within the past 24 months) research collaborator, past-colleagues, acquaintance, etc.); and
13. have no financial interest in the proposed project.
14. Please identify individuals that you would like to exclude from the review of your proposal.