



**Multilateral Initiative on Malaria (MIM)
RESEARCH CAPABILITY STRENGTHENING GRANT
FOR MALARIA RESEARCH IN AFRICA**

Progress report / request for renewal*

Please note: completed form should be sent only by email (mimtdr@who.int). In addition pages 1, 2 and the financial report (with original signatures) should be mailed to tdr. Fax copies will not be accepted.

PART I - ADMINISTRATIVE INFORMATION

Please print or type

1.1 Full name of Principal Investigator and Institution affiliation:

Surname:

First name(s):

Title:

Full name of Institution:

Full postal address of Principal Investigator:

Telephone:

Fax:

E-mail:

1.2 Title of Project: (120 characters *maximum*)

1.3a When did this project begin (mm/yy) _____

1.3b Period Covered by this Report (dd/mm/yy) **From:** **to:**

1.4 Summary of Progress: (Do not exceed the space provided below)

1.5 Submitted to: The MIM / TDR Task Force on Malaria Research Capability Strengthening in Africa																		
1.6 Principal Investigator Name: Department / Institution: ----- Signature : ----- Date: -----																		
<p>Declaration of institutional endorsement</p> <p>I confirm that I have read this report and that, if the grant is renewed, the work will be accommodated and administered in the Department/Institution. I also confirm that the Principal Investigator,</p> <p>-----</p> <p>is a full-time employee of this institution *.</p> <p style="text-align: center;">Responsible Administrative Authority **:</p> <p>Signature: ----- Date: -----</p> <p>Surname & initials: ----- Post held: ----- <i>(Please print or type)</i></p>																		
Full name of Institution:																		
Full postal address:																		
Telephone:	Telegram:	Telex:																
Fax:	E-mail:																	
<p>1.7 Institutional and national ethical clearance and approval <i>(Required if the proposed research in case of a renewal, involves research on human subjects, including social sciences research, or collection / use of human blood or other human tissue samples not indicated previously)</i></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Is ethical clearance required ?</td> <td style="width: 10%;">Yes <input type="checkbox"/></td> <td style="width: 10%;"></td> <td style="width: 10%;">No <input type="checkbox"/></td> </tr> <tr> <td>If yes, is an institutional ethical clearance document attached ?</td> <td>Yes <input type="checkbox"/></td> <td></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td>If yes, is there a national ethical review body in your country ?</td> <td>Yes <input type="checkbox"/></td> <td></td> <td>No <input type="checkbox"/></td> </tr> <tr> <td>If yes, is a national ethical clearance document attached ?</td> <td>Yes <input type="checkbox"/></td> <td></td> <td>No <input type="checkbox"/></td> </tr> </table>			Is ethical clearance required ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>	If yes, is an institutional ethical clearance document attached ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>	If yes, is there a national ethical review body in your country ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>	If yes, is a national ethical clearance document attached ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>
Is ethical clearance required ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>															
If yes, is an institutional ethical clearance document attached ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>															
If yes, is there a national ethical review body in your country ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>															
If yes, is a national ethical clearance document attached ?	Yes <input type="checkbox"/>		No <input type="checkbox"/>															
1.8 National government approval																		
Is national government approval required? (yes / no)																		
If yes, is the approval document attached ?		Yes <input type="checkbox"/>	No <input type="checkbox"/>															
1.9 Use of animals																		
Are animals to be used in this project ?		Yes <input type="checkbox"/>	No <input type="checkbox"/>															
If yes, list species and estimated number:																		

*If this is not the case, please attach a signed statement specifying clearly the Principal Investigator's relationship with the Institution
**An official of the Institution - other than the Principal Investigator - fully empowered to enter into contractual arrangements on behalf of the Institution

PART II - Progress Report

Provide information on the progress of the project grant following the items below. Include extra pages as required. **Please do not use the back of a page** and keep within the maximum limit of pages as indicated.

Progress Report**1. Research project** (5 pages maximum)

- ✓ **Research objective(s)** list original objectives and indicate/justify any modifications during the reporting year.
- ✓ **Background / summary of previous reports.**
- ✓ **Research progress:** describe research progress for each project carried out during the period - give title, scientists and institutions involved, objectives, methods and outcomes.

2. Capacity building activities (2 pages maximum)

- ✓ **Objective(s):** list original capacity building objective(s) and indicate/justify any modifications during the reporting year.
- ✓ **Individual and Institutional development** - give a brief summary of training and institutional development activities during the reporting year. For training indicate name of trainee, area of training, level (i.e. Masters, Doctorate, Post Doctorate or other), place of training and dates. For visiting experts provide name(s) and description of collaboration
- ✓ **Partnerships** provide information on national and international partners c

3. Project Management

- ✓ **Milestones and Timelines:** indicate the most important outcomes / achievements for the period being reported which represent contribution of the project to scientific knowledge, partnerships, institutional research capacity, networking or malaria control. (Milestones are major achievements towards meeting the objectives of the project (for example: Complete follow up of x number of patients by September 2004). (1 page maximum).
- ✓ **Financial reporting:** provide a financial report on all funds paid to the project since the last financial report submitted. Complete the attached excel file and reflect the balance of the previous financial report (if any). Ensure that disbursement of funds correspond to the approved budget lines. Reallocation of funds MUST fully justified and be pre approved.
- ✓ **Other support:** indicate other sources of funds available to the project / research group
- ✓ **Major changes:** indicate major changes during the reporting year - staff, physical space, equipment etc
- ✓ **Managing problems and facilitating factors:** describe management problems and factors that have facilitated implementation

4. Publications: Provide a cumulative list of publications from this project (attach copies of publication if available).**Plan for Next year (only for 1st and 2nd year reports, please ignore if submitting a final report)****1. Research project**

- ✓ Provide a full description of the research plan for the following year. For any new project provide full details of research objective(s), preliminary data/ background information leading to the proposed project, study design and methodology (3 pages maximum)

2. Capacity building activities

- ✓ Provide full description of the capacity building activities for the following year, including details of training, staff development plans and visiting experts to the project

3. Project Planning:

- ✓ **Milestones and Timelines:** give milestones and timelines for the research project and for the capacity building plan.
- ✓ **Budget justification:** provide a fully justified budget for the next year of the research project and capacity building component

Note that projects involving human subjects should comply with the recommendations of the Helsinki Declaration and the Proposed International Guidelines for Biomedical Research Involving Human Subjects. Funds may be used only to support investigations where a) the rights and welfare of

the subjects involved in the research are adequately protected, b) freely given, informed consent has been obtained, c) the balance between risk and potential benefits involved has been assessed and deemed acceptable by a panel of independent experts at the Institution. An institutional or national ethical clearance document, and a copy of the individual informed consent should be included in the application, when appropriate.

PART III. BUDGET

3.1 Budget details		<i>For WHO use only - Project ID</i>			
Personnel ¹ (<i>name, if known</i>)	Position	% of time devoted to project	Budget request (US\$)		
			Year 1 20	Year 2 20	Year 3 20
1	Principal Investigator				
2					
3					
4					
Trainees/fellows:					
1					
2					
3					
Total personnel					
Supplies ²	<i>[Please enter details here: e.g. expendable items; reagents, field suppliers etc.]</i>				
Equipment ²	<i>[Please enter details here: e.g. nonexpendable assets; microscopes, computer hardware etc.]</i>				
Animals	<i>[Please enter details here: e.g. specify species and number]</i>				
Patient costs	<i>[Please enter details here: e.g. drugs, hospitalisation, transportation etc.]</i>				
Local travel (field work)	<i>[Please enter details here: e.g. local air tickets, hotel, per diem]</i>				
International travel (research staff)	<i>[Please enter details here: e.g. air tickets, hotel, per diem]</i>				
Visiting experts	<i>[Please enter details here: e.g. air tickets, hotel, per diem]</i>				
Premises renovation	<i>[Please enter details here: e.g. modest alternations and modifications]</i>				
Library	<i>[Please enter details here]</i>				
Vehicles	<i>[Please enter details here: e.g. fuel, purchase, maintenance]</i>				
Training	<i>[Please enter details here: e.g. tuition, stipend etc.]</i>				
Communication	<i>[Please enter details here: e.g. telephone, web etc.]</i>				
Other expenditures (specify and justify below)					
1.	<i>[Please enter details here]</i>				
2.	<i>[Please enter details here]</i>				
3.	<i>[Please enter details here]</i>				
4.	<i>[Please enter details here]</i>				
5.	<i>[Please enter details here]</i>				
Total others					
GRAND TOTAL					
Chief Financial Officer of the Institution		Principal Investigator			

1 Please include in Annex B the *curricula vitae* of any named scientist, trainee or fellow who will be involved in the project.

2 This should include, where applicable, 20% for packing, freight and insurance charges.

Name

Name

Signature

Date

Signature

Date