

**UNICEF / UNDP / World Bank / WHO
Special Programme for Research and Training
in Tropical Diseases (TDR)**

For administrative use

CONFIDENTIAL

(exception: see 1.1-1.4 below)

**RESEARCH CAPABILITY STRENGTHENING
CAPACITY STRENGTHENING PROGRAMME GRANT
PROPOSAL FORM**

PLEASE NOTE: COMPLETED FORM SHOULD BE SENT ONLY BY EMAIL (RCSTDR@WHO.INT). IN ADDITION PAGES 1, 2 AND 5 (WITH ORIGINAL SIGNATURES) SHOULD BE MAILED TO TDR. FAX COPIES ARE NOT ACCEPTED.

PART I. ADMINISTRATIVE INFORMATION *Please print or type*

Selected information from this box (1.1-1.4) may be released to the general public if this proposal is selected for funding

1.1 Name of Principal Investigator and Institution affiliation		Title:	Sex: (M/F)
Surname:		First name(s):	
Full name of Institution:			
Full postal address of Principal Investigator to be used for professional correspondence:			
Telephone:		Email (1):	
Fax:		Email (2) or Website:	
1.2 Title of Project: (120 characters <u>maximum</u>)			
1.3a Proposed starting date:		1.3b Estimated duration:	
1.4 Submitted to: Research Capability Strengthening			

1.7 Institutional and national ethical clearance and approval *(Required if the proposal involves research on human subjects, including collection of human blood or other human tissue samples)*

Is ethical clearance required? Yes No

If "yes", is institutional ethical clearance document attached? Yes No

If "yes", is there a national ethical review body in your country? Yes No

If "yes", is national ethical clearance document attached? Yes No

1.8 National government approval

Is national government approval required? Yes No

If "yes", is the approval document attached? Yes No

1.9 Use of animals

Are animals to be used in this project? Yes No

If "yes", list species and estimated number:

PART II. PROJECT DESCRIPTION *(complete the following items indicating the corresponding page(s))*

Complete the application for a Programme Grant by including extra pages describing the following items. Please indicate in the column on the right the corresponding page number where the information can be found. **Please do not use the back of a page** and keep within the maximum limit of pages as indicated.

2.1 Must be completed	Page no
<ol style="list-style-type: none"> 1. Institutional profile: summarise the structure, mandate and current activities of the Principal Investigator's (PI's) institution. (2 pages maximum) 2. List other national institutions involved in the proposal, including disease control programmes. 3. Staff: list all scientists who would be directly involved in this proposal. (1 page maximum). Please attach CVs of PI and senior co-PIs. 4. List competencies currently lacking in the Institution that are related to the proposal. 5. Describe the rationale and the long-term objectives of the capacity building component of the proposal. (1 page) 6. Indicate the expected outcomes and specific milestones 7. Describe any proposed research under this programme, indicating the name(s) of investigator(s), title of research project, objectives, background and rationale, project design and methods, data analysis plan, timetable of activities. 8. List short-term training activities proposed under the grant (title, tentative dates, objective). (1 page maximum) 9. Describe academic staff training (name, staff position, area of training requested, level, place and expected duration). (1 page maximum) 10. List visiting consultants (name, purpose, duration, tentative dates, name of national counterpart). 11. Timetable: list activities to be carried over a period of two years indicating duration in quarters. 12. Present a full justification for each budget line (<u>must be included</u>). 	
<p>2.2 Complete if applicable</p> <ol style="list-style-type: none"> 13. Supporting collaborators: summarize research expertise and scientists. Include a letter from collaborating research groups expressing willingness to collaborate. (2 pages max) 14. Linkages - describe activities for establishing linkages and networks with other research institutions. (1 page) 15. 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 should be included in the application, when appropriate. Please refer to the TDR Guidelines for Ethical Clearance which is available from the TDR website http://www.who.int/tdr/grants/grants/ethical.htm. 	

PART III. BUDGET

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

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.

ANNEX A. CURRICULUM VITAE OF APPLICANT AND COLLABORATORS (1 page *maximum each*)

1. Surname:	Date of birth:
First name(s):	Nationality:
Telephone:	Sex:
Fax:	Email:
2. Degree(s) <i>(subjects, university or school, year)</i>	
3. Posts held <i>(type of post, institution/faculty/department, dates)</i>	
4. Recent publications: List only the five most important publications over the last five years (papers in press or submitted for publication are also acceptable). <i>Please give full bibliographic references (author(s), title, journal, volume, page numbers, years). If applicable, please attach copies of papers in press or submitted if these contain background material relevant to this proposal.</i>	

¹ Other formats containing the same information are acceptable but must not exceed the maximum of one page. Use additional pages if necessary and number them as 6a, 6b, 6c etc. Please write on one side only.