

# **INFECTIOUS DISEASES RESEARCH INSTITUTE**

## **STRATEGIC COLLABORATION FUND 2023 (SCF)**

### **APPLICATION GUIDELINES:**

Launch date : 23/5/2023 12:00 pm

Closing date : **21/7/2023 5:00 pm**

### **1. Background:**

The Infectious Diseases Research Institute (IDRI) Strategic Collaboration Fund (SCF) is awarded by the IDRI to aid strategic and innovative clinical research in infectious diseases in Singapore. It is part of the SingHealth Duke-NUS Academic Medical Centre (AMC), aiming to form wide Focus Groups in strategic areas within specific infectious diseases research themes.

### **2. Objectives:**

The Strategic Collaboration Fund (SCF) aims to support, facilitate and encourage pilot inter-institutional collaborative research projects, between early stage investigators of SingHealth Institutions in Infectious Diseases and of Duke-NUS, Emerging Infectious Diseases (EID) programme.

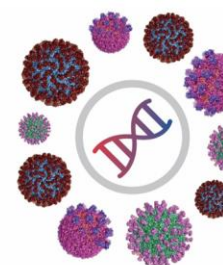
The joint collaborative research activity should meet one or more of the following purposes:

- a) Form a core functional unit/work group/common interest group between SingHealth Institutions and Duke-NUS EID programme;
- b) Provide pilot data or a platform to launch or advance innovative new research projects that meet the broad goals of IDRI in particular to the below listed research focus areas;
- c) Facilitate partnership between researchers from SingHealth Institutions and Duke-NUS EID programme;
- d) Develop and strengthen Cross Institutional Collaboration and Cross Disciplinary Collaboration among the partnering entities.

### **3. Research Focus:**

The below listed themes are the research focuses for the SCF grant call:

- 1) Emerging or Remerging Infectious Diseases
- 2) Antimicrobial Resistance
- 3) Hospital Associated Infections
- 4) Infection Control and Prevention



## 4. Funding Quantum:

<b>Award Value</b>	\$50,000
<b>No. of Awards</b>	Up to 4 awards, capped at a total funding of \$200,000 for all 4 awards.
<b>No. of Years</b>	Up to 2 years.

## 5. Eligibility:

This funding opportunity requires collaboration between SingHealth and the EID programme, Duke-NUS. The research team must include at least one investigator from SingHealth and one from EID, Duke NUS - **of whom one must be the PI.**

This joint collaborative research opportunity should demonstrate participation and contributions at all levels; scientific, technical and administrative etc., from investigators based at both SingHealth Institutions and EID, Duke-NUS.

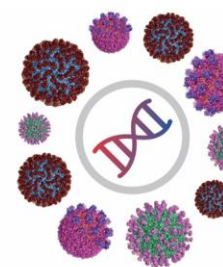
The proposals shall be within the research focus areas as listed above **(3. Research Focus)**.

The IDRI SCF is targeted at **Early Stage Investigators**. Investigators with extensive and significant research experience may be included as mentors or supervisors but not as PI's.

### 5.1. Eligibility Criteria:

#### Criteria

- 1) **Principal Investigator:** Principal Investigator (PI) to be from SingHealth institution (involved in Infectious Diseases) and/ or EID, Duke-NUS per application, per project. The PI shall be the point of contact, with the stated department and institution as the Host Institution (for administrative and finance matters).
  - a) PI as per the SCF requirements are Early stage investigators (e.g., 5 years or less post-doctorate or after completing Advanced Specialty clinical training) who should have a mentor. Also, Early Stage Researchers are individuals with previous research funding (irrespective of the funding source) of <\$50K.
  - b) PIs should hold a primary appointment in institutions under SingHealth or EID, Duke-NUS and be salaried by the host Institution. Applicants with multiple appointments at different institutions are to state only one Host Institution for the application.
  - c) Hold a minimum of 9 months employment with a local Singapore institution. Upon award, the PI must agree to fulfill at least 6 months of residency in Singapore within the length of the award.
  - d) The PI, together with his/her project team, is responsible for the planning, direction, proper conduct and execution of the proposed project.
- 2) **Co-Investigators:** Individuals involved in the scientific development and execution of the project. A Co-I typically devotes a higher percentage of effort to the project as compared to a collaborator and is considered a senior/key personnel. Co-investigators need to hold at least an adjunct position in any local public institution.



- 3) Collaborators: Individuals involved in the scientific development and execution of the project. A collaborator typically devotes a specific percentage of effort to the project and be identified as key personnel. Researchers from overseas institutions or private companies can only participate as collaborators.

*Note: There is no limit to the number of Co-Investigators or collaborators on a given SCF application. Please specify and describe clearly the role of each Co-Investigator and collaborator in the relevant sections on the application form.*

## 6. Application Procedures:

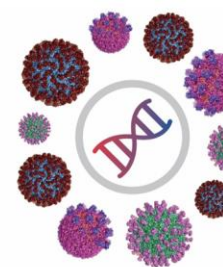
- a) All applications must be made using the prescribed form. Failure to comply with all the requirements will result in the application being disqualified from review.
- b) Each eligible applicant can only submit **one** application per SCF Grant Call as the PI.
- c) Application must be endorsed by the applicant's Head of Department (HOD)/Programme Director (EID, Duke-NUS) and the Research Director/Senior Vice Dean Research (Duke-NUS) of the pertinent institution. If the HOD/Research Director/Duke correlate is involved in the project (as Co-Investigator or Collaborator), his or her supervisor is required to endorse the application instead.
- d) The co-investigators/collaborators signatures can be on scanned, photocopied or faxed on forms.
- e) The completed application form inclusive of all the appropriate e-signatures and/or endorsements along with all accompanying documents must be submitted through the Host Institution's Research Office to IDRI;
  - **TWO (2) soft copies** (softcopy of proposal to be submitted as 1 file including all the images, tables, charts and all other attachments, one in Word format without signatures and the other in PDF format with signatures and /or endorsements).
- f) Adhere to the number of pages where limits are specified
- g) Incomplete or late applications will be automatically disqualified from review and will be rejected.

## 7. Budget:

Applicants must contact their Host Institution's Research Office or Research Finance/Sponsored Research Dept. (SRD, Duke-NUS) for accurate budgeting of manpower expenses and other services.

Provide a breakdown for all categories with justifications or description for key items in the relevant sections on the application form.

Upon award any request for grant variation will require the signed agreement and acknowledgement of signatories at the PI's institution level (Research Director/ Senior Vice Dean Research (Duke-NUS)) and should also be approved by IDRI.



## 8. Selection Process/ Review Criteria:

The applications will be assessed by the IDRI Review Committee based on the following criteria:

- a) The importance, significance, scientific excellence and innovation of the proposal, the potential impact and feasibility of the study in the local context, whether it facilitates basic and/or translational clinical research and its alignment with the mission of IDRI.
- b) Proposals without a clearly defined hypothesis, goals and milestones will not be selected.
- c) Quality and viability of collaboration ( for Investigators from both entities SingHealth and EID, Duke-NUS)
- d) The potential of the research project to secure further funding.

IDRI reserves the right not to award the grants should it be decided that the applicants do not meet the eligibility/ selection criteria or the intent of the SCF grant call.

## 9. Disqualifications:

Proposals may be disqualified from the IDRI Review Committee's evaluation or not approved for funding under the following circumstances:

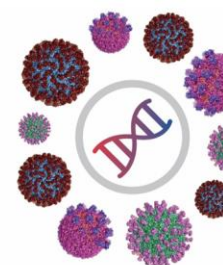
- a) PI leaves the Institution prior to the approval of the grant.
- b) PI will be on leave for an extended period of time such that the completion of the project by the specified time is affected. E.g., Health Manpower Development Programme (HMDP), or taking sabbatical.
- c) Exceptions will be considered on a case-by-case basis with valid explanations duly given by the PI.

## 10. Ethics Approval:

- a) Successful proposals must submit supporting documents of ethics approval granted by the relevant Ethics Committee for studies involving human subjects, human tissues/cells and/ or animals within 6 months from grant approval letter through the Host Institution's Research Office/ Sponsored Research Dept. (SRD, Duke-NUS), prior to the release of funds.
- b) PI must ensure that PI's name and project title used to apply for the research grant and relevant ethics approval (upon grant approval) are the same.
- c) Exceptions will be considered on a case-by-case basis with valid explanations written by the PI and endorsed by the Host Institution. Subsequent ethics renewal must be submitted to IDRI through Host Institution's Research Office/ Sponsored Research Dept. (SRD, Duke-NUS).

## 11. Extension:

Extensions are not allowed; unless under extenuating circumstances, assessed on a case-by-case basis with strong justification and approved by IDRI.



## 12. Expenditure of Award:

The funds can be used for any category of research expenditure (i.e. Manpower, Capital Equipment and Other Operating Expenses). Genuine attempt should be made to adhere to the approved budget plan as stated in the Letter of Award.

Variations from different categories are permitted only with written approval from IDRI and endorsement from the Host Institutions Research Offices /Sponsored Research Dept. (SRD, Duke-NUS). IDRI reserves the right to recover any monies that have not been expended under the funding.

## 13. Reporting:

The Award Holder must submit Yearly Progress Reports on the progress of the research funded by the SCF. PI must also submit a Final Report within three months after the grant period expires.

## 14. Enquiries:

**Any enquiries with regards to the SCF requirements and application procedures to be directly addressed to:**

**Attention:** IDRI Manager;

Ms. Simi ISSAC via email at; [simi.issac@singhealth.com.sg](mailto:simi.issac@singhealth.com.sg)

**Endorsed hard copies (if any) of the applications to be sent to:**

Ms. Simi ISSAC  
IDRI (Infectious Diseases Research Institute),  
Singapore Health Services  
c/o Office of Research, Level 7  
20 College Road, Academia,  
Ngee Ann Kongsi Discovery Tower,  
Singapore 169856