

REQUEST FOR APPLICATION FOR MURTI FELLOWSHIP 2018/2019

TO: MUST JUNIOR FACULTY
FROM: Professor Celestino Obua and Dr. Samuel Maling
Program Directors, MURTI Program
DATE: April 19, 2018
SUBJECT: 2018 MURTI Fellowship Grant Proposals. **Applications due date:** May 18, 2018

Overview. We are accepting research fellowship proposals from MUST junior faculty (PhD candidate or a Masters Student/graduate) for 2018. Proposed studies should be of no more than 18 months' duration. Budget requests can be up to \$40,000. Also, awards may be subject to "across-the-board" cuts depending on availability of funds and number of competitive applications received.

Important Dates APPLICATION Deadline: 5:00 PM on Wednesday, May 18, 2018.

AWARD DECISION: mid June, 2018 Actual awards cannot be made until we have IRB approval from MUST REC.

This RFA comprises the following sections:

1. Priority research areas for MURTI program
2. Applicant eligibility
3. Budgetary guidelines
4. Research Proposal application content and organization
5. Protection of Human Research Participants
6. Literature cited
7. Submission instructions
8. Application Review Process and Award

1. Priority research areas for proposals. Proposals should be framed according to the MURTI priorities and can include, but are not limited to:

- Research contributing to the novel, evidence-based diagnostic and treatment strategies for cardiovascular diseases (CVD) in rural populations to address priority health needs
- To develop the capacity of Ugandan junior faculty to develop novel, evidence-based diagnostic and treatment strategies for **Neurology in HIV, Neurology in CVD, and Neurology in Mental Health** in rural populations to address priority health needs
- Prepare junior faculty for research careers addressing mental health disorders in rural Uganda

2. Applicant Eligibility. The Principal Investigators (PIs) should be MUST faculty (Assistant Lecturer, Lecturer, or Senior Lecturer); Masters level graduates (MMED, MSc, Masters in Nursing program); if students (Masters or PhD), should be near completion of their training (research level). Applicant should have a scientific mentor willing to supervise the proposed research. PhD holders and faculty with existing or past grants are not eligible to apply.

■ **Proposals** must include a Mentor who worked closely in developing the proposal and should co-sign as affirmation of approval of its content and commitment to mentoring the Fellow in study execution. Fellowship grants awarded should result in submission of publications making empirical contributions to the field within 12-18 months of study completion and, ideally, inform an extramural grant proposal submitted before or within 12 months of completion of the fellowship.

3. Budgetary Guidelines: We anticipate making awards of no more than \$40,000 each with \$20,000 per year. The MURTI fellowship is for strictly 18 months, the last 6 months of the fellowship are for writing a manuscript and publication of results. Fellows may work with a team of research staff (e.g., interviewers, research assistants, data entry staff) and may pay them as justified for conduct of the

proposed research. All budgets must be in US dollars; the MURTI program will not be responsible for any budget shortfall due to currency rate fluctuations. In all cases, ***the MUST ORA must approve all budgets before submission.***

4. Research Proposal Application Contents: Each proposal should include the following – as one PDF file – in the order below. Number pages sequentially (bottom center) throughout the application; put Principal Investigator's name as header in the top right corner on each page. Use ***Arial 11-point font throughout and one-inch margins for all text. Header (applicant's name ONLY) and footer (page numbers at bottom center) can be placed at 0.5-inch.***

- Face page (including abstract). Adhere to character limit for title. Sign and date the Face Page and incorporate it into the PDF file. The mentor must also sign the Face Page.
- Table of Contents. Use form in the application package.
- Budget for project period. Use application form. Funds may be requested for research support staff, participant fees, transcription fees, research-related travel, etc. Funds may be requested for travel to attend an international research methods course (to be decided by ORA) and two conferences to present finding (international and local). Funds may not be requested for travel to scientific meetings. ***MUST ORA must approve all budgets before submission.***

Budget justification. Use the form in application package. Itemize and justify all Expenses.

- Biographical Sketches for Principal Investigator and Mentor. Use current NIH format (form can be downloaded from the NIH website), including research support.
- Proposal Narrative. ***Sections 1 through 4 combined have a 7-page limit.***
 1. **Specific Aims** (1 page ***or less***). In addition to the actual aims of the study, give a brief statement about how the proposed work will inform/relate to MURTI priority research areas.
 2. **Background, Significance, and Innovation** (2 pages ***or less***).
 3. **Research Strategy.** Give adequate space for this section so that the reviewers can fully evaluate the scientific rigor and feasibility of your proposed research. Normally, this section should be ***at least*** half of the space allotted to Sections 1-4.
 4. **Time line** for activities, including (but not limited to) obtaining all regulatory approvals (IRB and UNCST), recruitment/enrollment, data collection, data analysis, and submission date of future extramural grant proposal and publication. This can be in the form of a small table.

The above Sections (1 through 4) combined have a 7-page limit.

5. Protection of Human Research Participants.

5.1 Research Participant Involvement and Characteristics – describe the following:

- Characteristics of participants including anticipated number, age range, and health status if relevant, inclusion/exclusion criteria.
- Rationale for involvement of any special vulnerable populations (e.g., children/adolescents, prisoners, institutionalized individuals, patients).
- Recruitment and process for obtaining informed consent (who will obtain consent and method of documenting consent). If the proposed study includes children (use current NIH definition), describe the process for obtaining parental permission and child assent. If a waiver of informed consent will be sought, provide justification.
- Role of collaborating sites and investigators, if any, including how data from remote site(s) will be obtained, managed, protected

5.2 Sources of Materials – describe the following:

- Research material (specimens, data, records) to be obtained.
 - How specimens and data will be collected, stored, managed, and protected. State whether material or data that include individually identifiable information will be collected. If so, indicate who will have access to individually identifiable private information about human subjects (name, credentials, training). Describe safeguards for electronic transmission and storage of data,
- 5.3 Potential Risks – describe the following:
- Potential risks to participants (physical, psychological, financial, legal, or other), and assess their likelihood and seriousness.
 - Alternative treatments and procedures (if appropriate), including the risks and potential benefits of the alternative treatments and procedures.
- 5.4 Protection Against Risks – describe the following:
- Procedures for protecting against/minimizing potential risks, including risks to privacy/confidentiality.
 - Plan for ensuring necessary in the event of adverse effects.
 - Plan for data and safety monitoring and adverse event reporting to MURTI leadership and the IRB to ensure participants' safety.
- 5.5 Potential Benefits to Participants and Others; Importance of Knowledge to be gained – discuss the following:
- Potential benefits of the proposed research to participants and others and the broader public health importance of knowledge to be gained.
 - Why risks are reasonable in relation to anticipated benefits to research participants and others and importance of knowledge that may result.

6. Literature cited

- Appendix.** The appendix should include only letters of support from any consultants or collaborators. Include the Appendix as part of the main application file.

7. Please convert all files to PDF format electronically. Do not scan hardcopies of application documents (other than letters of support/collaboration if absolutely necessary), as this makes for huge and cumbersome files. **Please use eSignature(s) to avoid scanning the face page.**

Application Submission: Applications are due by email to Office of Research Administration (orachs@must.ac.ug) by 5:00 PM, May 18, 2018. Applications must be submitted as **one PDF file** with a signed face page. The entire application should be **one PDF file** named as follows:
 "LASTNAMEMURTI FellowshipProposal_05-18-18"
 (the last set of numbers refer to the date of submission, so name accordingly)

8. Application Review Process and Award: There will be a multi-stage review process. First, proposals will undergo administrative review to assure that they conform to the guidelines presented in this RFA. Proposals meeting the initial criteria will be reviewed for scientific merit and feasibility by senior scientists who will submit written reviews. The MURTI Leadership will use these reviews in making Fellowship grant awards, which will be based on feasibility, budget, and scientific rigor. Final funding will be contingent on approval by the MUST Research Ethics Committee.

The scientific reviewers will use the following criteria to **evaluate merit and feasibility:**

- Significance of the overall research question, importance of that project's objectives, originality/innovation, timeliness including responsiveness to MURTI priorities.
- Scientific merit, rigor, feasibility, and innovation.
- Feasibility of completion within proposed time frame and appropriateness of budget request.
- Likelihood that the proposed activities will fill the identified gaps necessary for submission of at least one publication within 12 months of the completion of the study.

The following criteria will be used to determine the ***final award decision***:

- Scientific review.
- Availability of funds.
- Relevance to MURTI priority areas.
- Likelihood of proposed study leading to future extra-mural research grant proposals and to publications.

Junior Faculty from the Basic Sciences disciplines are particularly encouraged to apply.

All submitted proposals will receive a written review that will be sent to the applicant.

Office of Research Administration contacts

We encourage inquiries concerning this fellowship opportunity and welcome the opportunity to answer questions from potential applicants.

Application submission contact

Samantha Mary

Telephone: +256 784096388

Email: msamantha@must.ac.ug

Research contact

Edith Wakida

Telephone: +256 782685541

Email: ediwakida@must.ac.ug