**STDF Application Form for Second COVID-19 Pandemic Emergency Call**

**Cover Page**

|  |  |
| --- | --- |
| Title of the Project:  |  |
| Name of Applicant:  |  |
| Field of Specialization: |  |
| Affiliation:  |  |
| Requested Budget: |  | **Duration:** |  |
| ProjectUp to 3 MUp to 9 Months | [ ]  | **Project with multiple Egyptian partners**Up to 10 MUp to 9 Months | [ ]  | **Mega project**Up to 30 MUp to 18 Months | [ ]  | **pathophysiologic project (Area#5)**Up to 10 MUp to 18 Months | [ ]  |
| Project Area (*Please check only one*): |
| 1. Limiting spread of infection both at individual and community level:

[ ]  Development and implementation of efficient screening tools (molecular, serological: antibody or antigen detection) limiting spread of infection, viral genotyping[ ]  Immunological aspects and seroepidemiology.[ ]  Vaccine development[ ]  Epidemiological studies, modelling, nowcasting and forcasting.[ ]  Non-pharmaceutical interventions.[ ]  Innovation in personal protective equipment (PPEs) and disinfection[ ]  Information technology in prevention and control[ ]  Unconventional approaches to impose social distancing and improve public sanitation and hygiene 1. Optimizing diagnosis and management of cases:

[ ]  Development of accurate diagnostic tools including point of care tests (POCs)[ ]  Descriptive studies including multidisciplinary approaches to manage acute and post-COVID-19 cases[ ]  Clinical drug trials including drug repurposing[ ]  Retrospective studies on available patients’ datasets[ ]  In-vitro drug studies[ ]  Innovations in biomedical equipment1. Improving efficiency of healthcare system:

[ ]  Medical supply chain[ ]  Health system’s research [ ]  Crisis management1. Maintain psychological and social integrity. Mitigate economic impact and explore possible economic opportunities:

[ ]  Impact of disease and non-pharmaceutical interventions on psychological and social aspects.[ ]  Economic impact of the pandemic, mitigation interventions and possible opportunities.[ ]  5. Understanding pathophysiologic mechanisms of COVID-19:For example, cellular and molecular basis of organ failures, blood clotting and inflammatory responses, underlying causes of differential pathophysiology depending on age, sex, and social statuses. |
| Approvals: | Principal Investigator Name:Signature: Date: | Host InstitutionInstitution President Name:Signature:Date:Stamp: |
| Date of Submission |  |  |

**Key words:** *Please add 5 keywords which describe the proposal.*

|  |  |
| --- | --- |
| **Annex 1: Research Team Information Table (Please fill out in English):** |  |
| **Name of Res. Team Member in English** | **Name of Res. Team Member in Arabic** | **University / Institute In English** | **Position / Title**  |  **% of time spent on project** | **No. of months** | **Incentive per month****(LE)**  | **National ID No.****(الرقم القومى)**  | **Number of other projects and their IDs** | **Total % of time spent on other projects** | **Signature** |
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**Annex 2**

**CV Format:** *(Biographies no more than one page each) of the PI, the Co-PI and 1-3 other team members (who play the leading roles in the project activities)*

|  |
| --- |
| **1. Basic Information** |
| Full Name in Arabic:  | Full name in English: *(As you write it in your publications, underline family name):* |
| Date of Birth: dd/mm/year |  |
| National ID (14 digits)  |  |
| Last University Degree  | Faculty, University, Country | Graduation Date  |
| Title: | Field of Specialization: |
| Affiliation: |  |
| Current Position: |  |
| Contact Information:Mobile Phone: Fax: E-mail: |
|  **2. Scientific Achievements** |
| *h* index (SCOPUS only) | Citations (SCOPUS only) | Total no. of Int. publications in SCOPUS |
| List of Publications in Last Five Years

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Authors** *Underline Your Name* | **Publication Title** | **Journal** | **Year** | **Impact Factor or Q-Ranking** |
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Previous or running projects with STDF 1. Running (ID no. & type of grant, role of applicant)
2. Previous during the last 5 ears (ID no., type, role of applicant and deliverables to be attached)
3. List other submitted proposals to STDF (in evaluation process) (ID no. & type of grant)
 |

**The Research Proposal**

1. **English Abstract (one page maximum)**

*Describe the proposed research work in 6 to 12 lines.*

1. **Arabic Abstract (one page maximum)**

*Describe the proposed research work in Arabic.*

1. **Introduction/Background (two pages maximum)**

*This section of the proposal shall include previous and current work done in the area (state of the art). It shall be briefly presented and supported by the relevant references, in a way to help clarify the position of the proposal within the overall context nationally and internationally, and hence identify the added value of the proposal. Naturally, any relevant previous work (research, achievements, …) which have been conducted by one or more in the team shall be mentioned in this section.*

1. **Objectives (one page maximum)**

*List your project’s wider and specific objectives, avoiding the use of redundant or vague statements.*

1. **Project Description, Methodology, Key References and International Collaboration (if any) (nine pages maximum)**

*Summarize your Methodology into a list of clear steps. Describe how your project will be implemented. Relate your plan to the background of the research team and show why their expertise is pertinent to achieving the project’s objectives. List outstanding, recent and relevant literature cited in the proposal.*

*Please add 5 keywords which describe the proposal. Include 5 most recent and most relevant abstracts related to the proposal. Articles in preprint repositories maybe included.*

1. **Expected Project Outcomes (One Page)**

A clear delineation of the expected outputs and outcomes and their impact on the current pandemic in one paragraph and a graphic display (or tabulated). The impact on the pandemic should be rated as short-, medium- or long-term.

 **Research Community Wider Society**

**IMPACT**

Consequences of use of outputs.

*(for example,*

*health related, economic and societal impacts)*

**OUTCOME**

Judicious use of outputs.

*(for example management protocols, diagnostic algorithms,…etc.)*

Reports, publications, patents

**OUTPUT**

What you deliver. *(for example,*

*reports, publications, patents…etc.)*

**ACTIVITIES**

Your research

**INPUT**

What you need

*(for example:*

*Funding*

*Staff, …etc.)*

1. **Equipment (two pages maximum)**

*1. List the equipment available at your institution, and which will be used in the project.*

*2. List the equipment that you need to purchase using STIFA funds. The needed equipment should be listed in a table that shows the purpose for which each equipment will be used in the project, and its cost, i.e. the justification for purchasing each piece of equipment should be clearly stated.*

1. **Budget Justification (two pages maximum)**

*For different budget items that are listed in the budget table, (e.g.* Facilities, software and equipment needed, *travel costs, conference participation, collaboration visits, c*ost of organization of schools, workshops, publications and related activities*, other costs, … etc.), give more detailed information about these listed items, and explain how their total costs were calculated.*

1. **Project Management (two pages maximum)**

*Describe how the proposed research work will be divided into "Work packages", or tasks/activities. State clearly the role of each research team member in the different tasks/activities. Whenever possible, the tasks/activities should be listed in the order in which they will be executed.*

1. **Endorsement Letter (One page)**

*An endorsement letter should be submitted by PI’s institution (scanned copy of the letter signed and stamped by the legal representative – President - of the PI's institution). The letter will state the project title, the name, position and affiliation of the PI in charge of the proposal, that the project idea was not funded or submitted to another funding agency (national or international), or otherwise declare, and that the institution approves the project.*

1. **Gantt chart\***

**Title of the project:**

**Project ID:**

**PI: Affiliation:**

**Actual start date of the project:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Task No.** | **Title of Task/Sub-task** | **Start Date** | **End Date** | **Duration (Months)** | **1st Year** | **Expected measurable outcomes of successful implementation of the task** |
| M 1 | M 2 | M 3 | M 4 | M 5 | M 6 | M 7 | M 8 | M 9 |  |
| **1** | ………………..………….. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1 | ……………………..…….. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **2** | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.3 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **3** | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.1 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **4** | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |

***\**** *The above chart is given as an example. In this example, cells highlighted in yellow indicate main tasks, and cells highlighted in green indicate sub-tasks.*

*Cells highlighted in red indicate the last months of the reporting periods. A progress/final report should be submitted shortly after the end of each period.*

*Please add more columns (for projects longer than 9 months) and/or rows (for tasks and sub-task) if needed.*

1. **Budget Table (Please copy and fill in a separate table for each year of the project)**

|  |  |  |
| --- | --- | --- |
| **Eligible Costs** | **Breakdown (Year 1)** | **Total** **(L.E.)** |
| 1. **Incentives**

**(Up to 25% except for mega project up to 20%)** | Team Member | No.  | % of Time Spent on Project | Monthly Incentive | No. of Months | Total(L.E.) |
| PI |  |  |  |  |  |
| Co-PI |  |  |  |  |  |
| Researcher A\* |  |  |  |  |  |
| Researcher B\* |  |  |  |  |  |
| Researcher C\* |  |  |  |  |  |
| Technicians |  |  |  |  |   |
| Consultants |  |  |  |  |  |
| **Total Incentives** |  |
| **(B) Equipment** | **A separate breakdown is required** |  |
| **(C) Expendable Supplies & Materials** |  |  |
| **(D) Travel\*\***  **(Total cost of travel should not exceed 10% or up to 200,000 LE, whichever is less)** | **International** | Air tickets |  |
| Per Diem (governmental regulations apply to allowable per diem) |  |
| **Domestic (only for field work)** | Transportation (Bus/train tickets, public transportation, etc.) |  |
| Per Diem (governmental regulations apply to allowable per diem) |  |
| **Conference Registration** |  |
| **Total Travel** |  |
| **(E) Other Direct Costs** | **Computer supplies/services (software, printer cartridges, printing of drawings …etc. No laptop or PC are allowed in this item)** |  |
| **Report preparation costs**  |  |
| **Publication, Conference registration, organizing schools, and workshops**(Up to 10% , Max. 200,000 LE) |  |
| **Others**  |  |
| **Total other direct costs** |  |
| **( F) Total Direct Costs** | Sum of (A ) through ( E ) above |  |
| **(G) Modified Total Direct Cost (MTDC)** | Total direct costs minus Equipment ( F minus B ) |  |
| **(H) Indirect Costs**  | 10% of Modified Total Direct Cost ( MTDC) or 150,000 LE, whichever is less  |  |
| **(I) Total Project Cost** | **Total Direct Costs Plus Indirect costs ( F Plus H )** |  |

\*Researcher A = Ph.D. holder Researcher B = M.Sc. holder Researcher C = B.Sc. holder

\*\*\*Travel expenses should be in accordance with STDF rules and regulations

**University/Research Institution President Signature: Stamp:**

1. **Acknowledgment Form**

**By signing below, I acknowledge that I have read, understood and accepted to comply with all the terms of the foregoing application, mentioned in STDF general conditions and guidelines for submitting an STDF research proposal, including, but not limited to:**

1. The total number of the application pages should not exceed **37 pages** including a cover page, as well as all sections of the proposal (as mentioned in STDF General Conditions and Guidelines for Submitting STDF Research Proposal). **Only one PDF file is allowed to be uploaded as a proposal, including all required documents. Any supplementary files will not be considered**
2. At any time, a contracted STDF project team member should only be participating in a maximum of 3 projects (or a maximum of 2 projects as a PI/Co-PI).
3. Each PI can only submit a maximum of two proposals until notified with the evaluation results of his/her submitted proposals. The PI can re-submit a revised version of the previously submitted proposal only once and after applying STDF suggested modifications. At the time of submitting the revised proposal, the PI is required to declare that an older version of the project proposal has been previously submitted to STDF.
4. Same project should not be submitted in more than one grant.
5. Allowable budget maximum limit should be strictly adhered to in the project proposal. In all cases, requested budget has to be justified in detail.
6. STDF guidelines, IPR rules, code of ethics, …etc. ([www.stdf.org.eg](http://www.stdf.org.eg)), should be read carefully and adhered to. These are integral parts of STDF contracts.
7. All proposals – in addition to PI and other data - must be uploaded to the STDF website ([www.stdf.org.eg](http://www.stdf.org.eg)) by the designated deadline. Uploaded PI data should conform to the corresponding data in the application form. The PI must be a PhD holder.
8. Submitted applications will be evaluated and the applicant will be informed with the evaluation result of his/her proposal **within 4-6 months.**
9. STDF technical decisions made by remote reviewers or panels of experts are final.
10. Proposal applications will not be considered eligible and will be discarded in the following cases:
11. Proposals submitted by e-mail or sent as hard copies or uploaded to the STDF website after the deadline.
12. Proposals not conforming to the designated format.
13. Proposals whose uploaded PI data does not conform to PI data in the proposal file.
14. Proposals in which the allowable limit of any item of the budget or the total budget maximum limit has been exceeded.
15. Proposals in which maximum allowable contracted STDF project participation limit has been exceeded (The PI & Co-PI can`t contribute with a less than 40% of their time and the contribution of any team member can`t exceed 80% (in all the submitted/running projects), except the technicians and full time research students (non-teaching assistance).
16. Proposal does not include a scanned copy of the signed and stamped endorsement letter by the legal representative of the PI's institution stating the project title, the name, position and affiliation of the PI in charge of the proposal, that the project idea was not funded or submitted to another agency (national or international), or otherwise declare, and that the institution approves the project.
17. Proposal does not include a scanned copy of the signed acknowledgment form.

Signature of the PI: Approval and Stamp of the host institution Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_