



U.S. NIH – PCHRD Collaborative Research Call for Tuberculosis (CoRe TB)

Regional Prospective Observational Research for Tuberculosis “RePORT Philippines Phase II”

Concept Proposal Submission Deadline

Wednesday, December 7, 2022 (10:59 AM) U.S. Eastern Standard Time (EST)

Wednesday, December 7, 2022 (11:59 PM) Philippine Standard Time (PST)

Full Proposal Submission Deadline

Friday, April 7, 2023 (11:59 AM) U.S. Eastern Daylight Time (EDT),

Friday, April 7, 2023 (11:59 PM) Philippine Standard Time (PST)

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I. COMPETITION SNAPSHOT

Eligible Applicants	Joint applications must be submitted by the Principal Investigators (PI) from the Philippines in collaboration with their U.S. co-investigators (See Section IV. Eligibility)
Competition Opens	Friday, October 28, 2022 (11:59 AM) U.S. Eastern Daylight Time (EDT) Friday, October 28, 2022 (11:59 PM) Philippine Standard Time (PST)
Concept Proposal Submission Deadline	Wednesday, December 7, 2022 (10:59 AM) U.S. Eastern Standard Time (EST) Wednesday, December 7, 2022 (11:59 PM) Philippine Standard Time (PST)
Full Proposal Submission Deadline	Friday April 7, 2023 (11:59 AM) U.S. Eastern Daylight Time (EDT) Friday, April 7, 2023 (11:59 PM) Philippine Standard Time (PST)
Announcement of Results	Wednesday, June 7, 2023 (11:59 AM) U.S. Eastern Daylight Time (EDT) Wednesday, June 7, 2023 (11:59 PM) Philippine Standard Time (PST)
Call Priority Areas	<p>The focus of the call is to support research in tuberculosis (TB), including drug-resistant TB and related coinfections (e.g., COVID-19 and HIV). Areas of research interest include the following:</p> <ul style="list-style-type: none"> • Genomic and Molecular Technologies: Novel biomarker identification, with focus on pathogenomics and host-pathogen interactions. • Diagnostics: Development of cost-effective diagnostic tools (e.g., point of care, differential/ discriminatory, confirmatory, and early detection) for TB, and utilizing or repurposing off-patent or lapsed and/ or novel technologies. • Vaccines and Therapeutics: Exploratory/ applied research which might lead to the development of new and more effective prevention or therapeutic strategies. • Information and Communication Technology (ICT)/ e-health: Development of user-friendly ICT solutions to accelerate the gathering and processing of health and related information for policy making, and delivery of quality healthcare services.
Project Duration	Minimum of two (2) years, maximum of three (3) years
Award Amount	Total cost for full project period: six (6) proposals will be awarded up to \$500,000 USD each
Funding Agencies	<p>National Institutes of Health (NIH), National Institute of Allergy and Infectious Diseases (NIAID)</p> <p>Department of Science and Technology (DOST), Philippine Council for Health Research and Development (PCHRD)</p>



<p>Complete Competition RFP and Proposal Forms</p>	<p>A Microsoft Word version of the concept and final proposal forms and templates are available for download here: https://www.crdfglobal.org/funding-opportunities/us-nih-pchrd-rfp/</p>									
<p>Application Process and How to Apply</p>	<p>This research call is a two-stage process wherein applicants are expected to submit an initial concept proposal and a full proposal.</p> <p>Concept proposals will undergo eligibility checks and will be reviewed by the U.S. NIAID and PCHRD. Ten (10) concept proposals will be selected and invited to submit a full proposal. Travel awards will be provided to each project team who wish to travel and develop their full proposal with their collaborators. All concept proposals must be submitted to CRDF Global point of contact (POC): Ms. Anna Emery, aemery@crdfglobal.org</p> <p>Full proposals will undergo another round of joint peer evaluation by the U.S. and Filipino technical reviewers. Only six (6) proposals will be selected for funding under this call. Full proposals must be submitted through CRDF Global’s Grant Management System, Fluxx. E-mail attachments and hard copies will NOT be accepted. For more information and instructions, please refer to Section VI.</p>									
<p>Condition for Application</p>	<p>Each research team should have at least one (1) Principal Investigator (PI) from the Philippines, and one (1) Co-PI from the United States.</p>									
<p>Points of Contact</p>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td colspan="2">Technical/Scientific Inquiries</td> </tr> <tr> <td style="width: 50%;"> <p>DOST PCHRD Dr. Albert Remus Rosana arrosana@pchrd.dost.gov.ph</p> </td> <td style="width: 50%;"> <p>U.S. NIAID Dr. Sudha Srinivasan sudha.srinivasan@nih.gov</p> </td> </tr> <tr> <td colspan="2">Administrative Inquiries</td> </tr> <tr> <td> <p>DOST PCHRD Ms. Louise Sky Olaguer ltoлагuer@pchrd.dost.gov.ph</p> </td> <td> <p>U.S. CRDF Global Ms. Anna Emery aemery@crdfglobal.org</p> </td> </tr> </table>		Technical/Scientific Inquiries		<p>DOST PCHRD Dr. Albert Remus Rosana arrosana@pchrd.dost.gov.ph</p>	<p>U.S. NIAID Dr. Sudha Srinivasan sudha.srinivasan@nih.gov</p>	Administrative Inquiries		<p>DOST PCHRD Ms. Louise Sky Olaguer ltoлагuer@pchrd.dost.gov.ph</p>	<p>U.S. CRDF Global Ms. Anna Emery aemery@crdfglobal.org</p>
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II. BACKGROUND

The Regional Prospective Observational Research for Tuberculosis (RePORT) International consortium was established in 2013 with the mission of promoting and supporting tuberculosis (TB) research on the regional and global level to enhance research capacity in high burden countries. The RePORT International consortium consists of seven member countries, including: India, Brazil, South Africa, China, Indonesia, South Korea, and the Philippines. All member countries implement a common protocol and standardized laboratory manual which prescribes the collection of curated data and samples at specified time points, with centralized biorepositories and data management centers. The RePORT platform continues to serve as an important global resource for the TB research community which enables TB/HIV researchers to address critical research questions across a range of topics. The research priorities addressed by the consortia countries are aligned with the U.S. National Institutes of Health (NIH), National Institute of Allergy and Infectious Diseases (NIAID) priorities, as well as those of the participating host countries.

RePORT Philippines is a multi-organizational, collaborative effort initiated by the Philippine Council for Health Research and Development (PCHRD) of the Department of Science and Technology (DOST) in August 2017, through a Memorandum of Understanding (MOU) with the National Institute of Allergy and Infectious Diseases (NIAID) at the U.S. National Institutes of Health (NIH). The establishment of the consortium serves as a foundation for national and international collaborations to facilitate communication in the collection, dissemination, and sharing of information and knowledge on TB. This ties in with the role of DOST PCHRD to promote discovery, development and marketing of novel drugs, diagnostic tests, vaccines, and other health technologies to foster a healthier and more productive nation.

NIAID conducts and supports basic and applied research to better understand, treat, and ultimately prevent infectious, immunologic, and allergic diseases. For more than 60 years, NIAID research has led to new therapies, vaccines, diagnostic tests, and other technologies that have improved the health of millions of people in the United States and around the world. For more information, visit: <http://www.niaid.nih.gov/>.

PCHRD is one of the three sectoral councils of the Department of Science and Technology (DOST). PCHRD is a forward-looking, partnership-based national body responsible for coordinating and monitoring health research activities in the Philippines. As the national coordinating body for health research, PCHRD provides central direction, leadership and coordination of health research activities to foster healthier and more productive lives for Filipinos. For more information, visit: <https://www.pchrd.dost.gov.ph/>.

CRDF Global is an independent non-profit organization founded in 1995 in response to the collapse of the Soviet Union and the threat of large-scale proliferation of weapons technology from the region. CRDF is a leading provider of flexible logistical support, program design and management, and strategic capacity building programs in the areas of higher education, CBRNE security and nonproliferation, border security, cybersecurity, global health, technology entrepreneurship, and international professional exchanges. With offices in Arlington, Virginia; Kyiv, Ukraine; Amman, Jordan; Almaty, Kazakhstan; and Manila, Philippines, CRDF Global's diverse staff and networks of local community and government stakeholders deliver tailored programs that meet specific regional needs in over 100 countries across the globe. For more information, visit: <https://www.crdfglobal.org/>.

CRDF Global is accepting proposals from joint Filipino and U.S. based investigators working in the field of TB, including drug-resistant TB and related coinfections (e.g., COVID-19 and HIV) for the initiative: **U.S. NIH – PCHRD Collaborative Research Call for Tuberculosis (CoRe TB)**, on behalf of the NIH/NIAID and the DOST PCHRD. Funding for this initiative is provided by the U.S. NIH and the DOST PCHRD.

III. SCOPE AND PURPOSE

The purpose of the PCHRD-NIH collaborative awards is to foster new or expanded infectious disease and immunology focused biomedical research collaborations between researchers in the United States and the Philippines. It is expected that proposals will focus on questions of direct relevance to TB that will add to global knowledge about TB and related coinfections and comorbidities, such as HIV, Diabetes, and COVID-19.

Investigators from the Philippines and United States are invited to jointly apply for funding for collaborative research projects. The primary goals and objectives of this initiative are to promote and advance TB related research focused on the following priority areas:

- **Genomic and Molecular Technologies:** Novel biomarker identification, with focus on pathogenomics and host-pathogen interactions.
- **Diagnostics:** Development of cost-effective diagnostic tools (e.g., point of care, differential/discriminatory, confirmatory, and early detection) for TB, and utilizing or repurposing off-patent or lapsed and/ or novel technologies.
- **Vaccines and Therapeutics:** Exploratory/ applied research which might lead to the development of new and more effective prevention or therapeutic strategies.
- **Information and Communication Technology (ICT)/ e-health:** Development of user-friendly ICT solutions to accelerate the gathering and processing of health and related information for policy making, and delivery of quality healthcare services.

For research ideas that require resources not provided by this program or in areas outside the scope of this program, interested applicants are encouraged to review other NIAID, CRDF Global, and DOST PCHRD opportunities. Specific funding opportunities are available at:

- NIAID: <https://www.niaid.nih.gov/grants-contracts/opportunities>
- DOST PCHRD: <https://www.pchrd.dost.gov.ph/what-we-do/research-and-development-rd-grant/>
- CRDF Global: <http://www.crdfglobal.org/grants/funding-opportunities>

IV. ELIGIBILITY

All proposals **must** meet each of the following eligibility criteria:

1. The **Research Team** must be **composed** of scientists employed at Philippine and U.S. institutions hereafter referred to as the **Primary Institutions**.
2. All proposals must identify at least one (1) Principal Investigator (PI) from the Philippines and one (1) collaborating PI (Co-PI) from the U.S. who will serve as the **Project Leaders** for their respective countries and the primary point-of-contact to DOST PCHRD and NIAID/CRDF Global, respectively.

It is the responsibility of the Project Leaders from each country to ensure that all named co-investigators and project staff are eligible. Applications involving ineligible applicants from the U.S. or the Philippines will result in the application being withdrawn.

It is not permitted for the same person to be listed as Principal Investigator on more than one proposal submitted to this call. However, a Principal Investigator on one project can be a collaborator on other project proposals, provided that their level of effort does not exceed 100%.

A. Primary Institution and Principal Investigator from the Philippines

1. The Filipino institutions named in the approved proposals will be primarily funded by DOST PCHRD, and standard rules for eligibility of DOST PCHRD will apply. Eligibility criteria for applicants should follow the Administrative Order No. 11 series of 2020 on the ***“Revised Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and its Agencies.”***
2. The **Primary Institution** that will be involved in the project:
 - Must be a Filipino entity duly-registered with the appropriate government agencies
 - Must be either a government agency or its instrumentalities, educational institution, non-government organization, non-profit institution, private company, startups, or a DOST-certified Science Foundation
 - In the case of startups, it must be in operation for a minimum of one (1) year to a maximum of three (3) years provided the business model has not been established
3. The following are the criteria for the **Filipino Principal Investigator (PI)**:
 - Must be a Filipino citizen, subject to applicable laws
 - Must hold a permanent position or a regular position for private entity and eligible to work for the entire project Period of Performance
 - Must not have any existing technical and financial accountabilities with DOST and its agencies
 - Must not have been found guilty of administrative or criminal cases, including those under appeal

B. Primary Institution and Principal Investigator from the United States

1. The U.S. institutions named in approved full proposals will be awarded based on the full economic costs as described in the U.S. NIH Guidance for Applicants
2. Institutions from the U.S. must:
 - Be a legally incorporated institute within the United States
 - Not be a Federal Government agency
 - Agree to comply with applicable U.S. regulations on funding received from USG agencies
3. The following are the criteria for the **U.S. Collaborating PI**:
 - Be legally employed at an eligible institution
 - Must not be a Graduate or PhD student
 - Researchers employed by the U.S. federal government are not eligible under this opportunity

C. Co-Investigators

Additional co-investigators can be based in the U.S. or overseas as per usual U.S. NIH funding rules, however, overseas co-investigators (other than Filipino PIs) are not encouraged. If you are applying for an overseas co-investigator, a **justification** will be required in the full proposal. Co-Investigators not located in the Philippines or the U.S. are not eligible for funding under this opportunity.

CRDF Global complies with all U.S. laws and regulations pertaining to export control and the participation of foreign nationals or institutions in its activities. It is the policy of CRDF Global not to conduct any transactions with U.S. restricted entities without appropriate authorization from the U.S. Government. Applicants who need clarification on any eligibility criteria are encouraged to contact CRDF Global POC: **Ms. Anna Emery**, aemery@crdfglobal.org (for U.S.) and **Ms. Louise Sky Olaguer**, ltolaguer@pchr.dost.gov.ph (for Philippines).

V. REVIEW AND EVALUATION OF PROPOSALS

Each proposal is evaluated independently and therefore should not be part of, nor depend on the success of other proposals submitted to this program.

A. Concept Proposals

Concept proposals will be reviewed for their alignment to the call priority areas, eligibility of the applicants and collaborators, and expected outputs. They will also undergo a joint review and evaluation from the NIAID and DOST PCHRD panel. The assessment panel for this opportunity will consider whether the concept proposal has the potential to develop into an innovative and high-quality research proposal, and whether the research has the potential to make a real improvement and impact on health outcomes in the Philippines. Concept proposals will be assessed on the scientific rationale and importance of the research question, ensuring there are strong teams in the U.S. and the Philippines to carry out the proposed project.

The assessment panel will be asked to discuss the relative merits and comment on the following criteria in evaluating the concept proposal. The funders recognize that there is limited space to fully discuss the study design at the concept proposal stage, so more emphasis will be on the top three (3) criteria as listed below:

- **Scientific Rationale:** novelty, importance, and timeliness
- **Partnership working between the U.S. and the Philippines**
- **Significance and impact of research**
- **Design and feasibility**
- **Ethical considerations**
- **Value for money**

B. Full Proposals

Full proposals and information contained therein will remain confidential prior to the award and will be screened for eligibility and completeness upon receipt by CRDF Global. A peer-based panel review will take place through a scientific panel of experts appointed by CRDF Global and approved by NIAID and DOST PCHRD.

CRDF Global's panel of external reviewers will use the following criteria in the evaluation of the **full proposals** for this program:

1. **Research Plan:** How well the individual elements of the project plan fit with the overall project goals.
2. **Technical Merit:** The technical soundness of the proposed work, the project's management plan, and adequacy of the resources available, both technical and financial.
3. **Research Impact:** The probability that the project will result in new knowledge in one or more research fields or have a positive impact on health of the population in the Philippines region or/and all over the world.
4. **Personnel Capacity and Collaborative Benefits:** The expertise of the investigators and other participants, including the strengths and weaknesses of each partner, as well as the balance of the collaboration and distribution of partnership benefits.

Additional Review Considerations: As applicable for the project proposed, reviewers will consider the following item, but will not give scores for these items and should not consider them in providing an overall rating.

5. **Budget and Period of Support:** Reviewers will consider whether the budget and the requested period of support are fully justified and reasonable in relation to the proposed research.

The panel will rank proposals by the evaluation criteria and assign an overall rating to each proposal. CRDF Global will share these recommendations with the established council of representatives from all funding institutions. The panel will make the final decision on the awards to be funded. All award announcements by CRDF Global are final.

VI. PROPOSAL PREPARATION AND SUBMISSION

Only proposals submitted according to the instructions, follow the formatting, and include all the required elements listed below will be reviewed.

A. Concept Proposals

Concept proposals will undergo eligibility checks and review by NIAID and DOST PCHR. Up to **ten (10) concept proposals** will be selected and will be invited to submit a full proposal. Travel awards will be provided to each project team who wish to travel and develop their full proposal with their collaborators. Please use the form provided in [Appendix C](#).

Concept proposals must be submitted by the **Contact Principal Investigator (PI)**¹ via email to CRDF Global POC: **Ms. Anna Emery**, aemery@crdfglobal.org no later than:

- **Wednesday December 7, 2022 (10:59 AM) U.S. Eastern Standard Time (EST) or**
- **Wednesday, December 7, 2022 (11:59 PM) Philippine Standard Time (PST)**

B. Full Proposals

CRDF Global reserves the right to deem a full proposal ineligible based on the failure of the team to submit by the deadline. **Full proposals** must be submitted no later than:

- **Friday, April 7, 2023 (11:59 AM) U.S. Eastern Daylight Time (EDT) or**
- **Friday, April 7, 2023 (11:59 PM) Philippine Standard Time (PST)**

The full proposal must be submitted electronically, using CRDF Global's application forms, through [CRDF's Grant Management System's website, Fluxx](#).

Please note that submission through this website requires prior registration. The Contact PI will be provided a Fluxx account to complete their team's application upon approval of the Concept Proposal. For questions about the submission process, please contact the CRDF Global POC: **Ms. Anna Emery**, aemery@crdfglobal.org.

The Filipino and U.S. sub-team should jointly develop the proposal and provide written evidence of the concurrence of the Filipino institute and U.S. institute leadership representative. Once the entire proposal has been finalized, it should only be submitted **ONCE** by the Contact PI.

At the conclusion of the electronic submission process, the collaborating Project Leaders will receive a confirmation message from CRDF Global. A copy of this message will also be sent to institutional leadership representatives identified in the proposal. Further instructions on electronic proposal submission will be provided upon email submission of the team's intent to submit.

Proposal application materials submitted to CRDF Global must be prepared in **English** and **compiled** in the following document files for submission. Acceptable file formats are Microsoft Word (.doc) or Adobe Acrobat (.pdf). Please see [Appendix D](#) for a checklist of full proposal submission requirements.

¹ The Contact PI will be responsible for submitting the Concept Proposal and Full Proposal to CRDF Global and will receive the login credentials to access the grant management system, Fluxx. Please note, that the login credentials are not-transferable, if the Contact PI is unable to submit the official proposal, CRDF Global must be contacted so a new login can be created.

Required proposal documents should be submitted through the CRDF grant management system's website as **SEPARATE** files:

Required:

- Completed full proposal
- Filipino and U.S. Project Leaders and sub-team participants curricula vitae (CV) documents

As Applicable:

- Supporting documents for proposals Involving Human and/or Animal Subject Research
- Cost-sharing and Participation of For-Profit Companies, Letter of Commitment

C. CRDF Global Policies and Applicant Resources

Before writing the proposal, applicants should review all documents and policies on the [CRDF Global Applicant Resources page](#).

D. Proposal Formatting

Please observe the preferred proposal format:

- Typed
- Single-spaced
- One-inch margin on ALL sides
- Font size no less than Arial 10pt (Times New Roman, 10pt is not acceptable)
 - **A font size of less than 10pt may be used for mathematical formulas or equations, figure, table, or diagram captions and when using a Symbol font to insert Greek letters or special characters. Please be reminded that the text must still be readable.*

E. Proposal Elements

(Required unless otherwise noted)

Detailed information for all of the necessary elements of the proposal is listed below. Any proposal submitted without **ALL** of the required information, including signatures and forms, may be disqualified, and removed from the competition. Applicants are encouraged to carefully review proposals prior to submission to ensure accuracy and completeness.

The following sections must be compiled into and submitted as a single proposal document with pages numbered consecutively. Please refer to [Appendix E](#) for the complete package of full proposal forms and templates.

FULL PROPOSAL PACKAGE

E.1: Cover Sheet

One per proposal including:

- Project title and basic information about the project
- Information on the Filipino and U.S. Project Leaders
- Information on the Filipino and U.S. Primary Signatories (individuals who would be responsible for negotiating contractual and financial terms in the case of an award)

This information must also be entered during the electronic proposal submission process.

Please note that CRDF Global requires that the **E.1 Cover Sheet** in [Appendix E](#) be signed by **both** the PI and Institution Leadership Representative. This applies to both the U.S. and Philippines. Please include a **scanned** copy of the signed document.

E.2: Project Abstract

One concise paragraph summarizing all relevant aspects of the project, with particular emphasis on the objectives, methods, and potential results (not more than 350 words).

E.3: Project Narrative

A maximum of **five pages** including any graphs, diagrams, and figures. The following must be described in the Project Narrative:

- The specific aims, and objectives, approach, milestones, and measurements of success that will be used.
- A clearly defined project timeline, noting all project tasks and goals to be accomplished, including how to address potential pitfalls/delays with alternatives or contingency plans.
- A brief monitoring and evaluation plan.
- How the individual and combined competencies of the sub-team participants will enable the project to be carried out, and what relevant prior work has been carried out by member's sub-teams.
- The anticipated results of the project and how they address the CRDF Global evaluation criteria listed in [Section V](#).
- How the project compares to current research conducted in the topic area.
- Facilities, equipment, and other resources available at the U.S. and Filipino institutes directly applicable to the project including those from secondary collaborators. This should address the adequacy of the resources available to perform the effort proposed. The description should be written narratively and not include any financial information.
- Requested equipment to be utilized in the project.
- How the Filipino and U.S. Project Leaders will coordinate project implementation and assess progress at regular intervals. Each project must involve significant and substantial cooperation between the Filipino sub-team and U.S. sub-team. All proposed international travel to be funded under the project must be described in terms of its purpose and duration.

Please note that **patentable** ideas, trade secrets, privileged or confidential commercial or financial information, disclosure of which may harm the proposer, should be included in the proposals only when such information is necessary to convey an understanding of the proposed project. Such information must be clearly marked in the proposal and appropriately labeled as:

"The following is (proprietary or confidential) information that (name of proposing organization) request not to be released to persons outside of CRDF Global, except for purposes of review and evaluation."

Please be reminded that the Project Narrative must be **self-contained** and that URLs providing information related to the proposal should not be used. CRDF Global expects strict adherence to the rules of proper scholarship and attribution. The responsibility for proper scholarship and attribution rests with the authors of a proposal; all parts of the proposal should be prepared with equal care for this concern. **All contributing authors, including any PIs and sub-team participants, should be named and acknowledged at the bottom of the Project Narrative section** (example: Contributing Authors: NAME (Filipino PI), NAME (U.S. sub-team researcher)).

E.4: References Cited

Reference information for the Project Narrative. Each reference must include the names of all authors (in the same sequence in which they appear in the publication), the article and journal title, book title, volume number, page numbers, and year of publication. Identify the website address if the document is available electronically. While there is no page limitation for the References Cited, this section must only include bibliographic citations and not be used to provide parenthetical information outside of the Project Narrative.

E.5: Project Milestone Plan

One Project Milestone Plan per proposal, describing specific milestones to be accomplished by the sub-teams during project implementation. A sample Milestone Plan is included in [Appendix E](#).

Please note the following when preparing the Milestone Plan:

- Milestones are discrete activities that allow the grantee to achieve the overall objectives described in the project narrative. Milestones should reflect realistic accomplishments that can be verified by CRDF Global and DOST PCHRD. Examples of such milestones include, but are not limited to sample collection, data analysis, training, or travel for a specific task under the proposed project.
- Milestones must be verifiable through submission of documentation or other deliverables (e.g., photos, purchase orders, training materials, reports, or other tangible proof that the activities occurred).
- Payment may be predicated on completion of deliverables in the milestone plan.
- Each milestone should be clearly described and include a corresponding deliverable.
- The amount of funding requested (on a semi-annual basis) should be included in the Milestone Plan.

E.6: Sub-Team Key Participant Data Form

One form for each additional participant on the Filipino sub-team and U.S. sub-team, including researchers/engineers, technical/ scientific support staff, graduate and undergraduate students, and administrative/clerical support staff.

- Form E.6 is for **additional** team participants only; the sub-team PIs do not need to complete this form with their own information.
- For planned graduate students not yet identified, complete the form as “Planned Graduate Student” indicating, at a minimum, the anticipated institution and level of education.
- Each form should be accompanied by the Curricula Vitae (CV) for the sub-team participant. All CVs are to be compiled and submitted in a separate document. See section on CVs on page 16.

E.7: Project Sub-Team Budget

One for **each** sub-team involved. The budget should cover the entire award period. PIs should refer to “**Allowed Costs**” in [Section VII](#) for information to be listed in the budget.

- U.S. sub-team use Form E.7.i
- Filipino sub-team use Form E.7.ii

E.8: Budget Narrative

One for **each** sub-team involved explaining all budget items in the corresponding project sub-team budget.

- U.S. sub-team use Form E.8.i.
- Filipino sub-team use Form E.8.ii

E.9: Statement of Other Sources of Support of Key Personnel

One for **each** PI listing current and pending sources of support for all their research projects, excluding those that are already included under the “**COST-SHARING FROM NON-CRDF SOURCES**” section in the Budget. PIs with grants from U.S. Government sources, such as NIH or NSF, should indicate the grant number, duration of the award, and level of effort. If this proposal has also been submitted to another organization, please indicate this information clearly on the form. **Should a PI have no other sources of support, check the box marked “None” at the top of Form E.9 and include this page with the proposal.**

E.10: Previous CRDF Global Awards

Kindly complete if applicable. One form for **each** previously held CRDF Global award by a PI, if it is **directly** related to the research objectives outlined in the current proposal. Individual forms should not exceed one page.

E.11: PI Partnership and Terms Agreement Statement

Each PI must provide a signed statement on institutional letterhead certifying her or his agreement to the collaboration. One for each U.S. and Filipino sub-team participating on a proposal certifying his or her agreement to the collaboration. The statement must be on **institutional letterhead** and submitted as a **signed scanned copy**. PIs should use the Partnership Statement template that is included herein.

E.12: Plagiarism Policy and Standards Agreement

A CRDF Global plagiarism policy and standards document that is included herein, submitted as a signed **scanned** copy by **each** of the U.S. and Filipino PIs.

CRDF Global will not provide funding to an application in which plagiarism exists.

- **Plagiarism** is defined as: *the incorporation of published writing or another person's original writing into your document without clear formatting and accurate attribution of the source. Academic writing such as a funding proposal must be original work, written by the stated applicant(s).*

E.13: Institutional Data Form

This document is a **requirement** for **projects funded by CRDF Global**.

ADDITIONAL SUPPORTING DOCUMENTATION

The following documents should be prepared and uploaded separately from the main proposal file.

A. Curricula Vitae (CV)

This is required. One for **each** U.S. sub-team Co-PI, Filipino sub-team PI, and Team Participant compiled **in one file**.

- PI CVs should be no more than five (5) pages.
- Please ensure you have provided a full CV for each team member listed in the Sub-Team Key Participant Data form in the main proposal file.
- Team member CVs should be no more than two (2) pages
- Each CV should include the individual's name, title, educational background, current and previous institutional affiliations with dates, area of expertise, and his or her scientific publications of relevance to the project. Please visit the following sites for writing a Curriculum Vitae (CV):
 - <https://grants.nih.gov/grants/funding/2590/biosketchsample.pdf>
 - https://owl.purdue.edu/owl/job_search_writing/resumes_and_vitas/writing_the_cv.html

B. Special Documentation

(As applicable)

- **Research Involving Human/ Animal Subjects:** CRDF Global is committed to ensuring that projects involving human, or animal subjects are protected from research risks in conformance with CRDF Global policies. All projects recommended for award and funded by CRDF Global that involve human or animal subjects will undergo review by the CRDF Global Bioethics Review Committee (BRC) prior to award request. Grant recipients will not be authorized to begin work until IRB approval is provided to CRDF Global. Activation of a grant Agreement is contingent on submission of complete IRB documentation and approval to CRDF Global. Filipino and U.S. Project Leaders should apply to their institutional review boards (IRBs) for necessary bioethics approvals, as soon as feasible. Investigators will be required to submit proof of their institution's IRB approval **within 6 weeks** of award selection notice.

CRDF Global reserves the right to require greater detail if necessary to proceed with award selection.



DURATION AND PROJECT IMPLEMENTATION

The activities of the approved full proposals must be carried out jointly between the collaborative sub-teams. The start date of the project per sub-team shall be the same date, which will be mutually coordinated between the sub-teams during the agreement negotiation period.

The total duration of the project shall be **up to 36 months (3 years)** from the date the award agreement is fully executed. CRDF Global may grant up to **one year no-cost extension** of the project with strong justification and sponsor approval.

Awards are anticipated to start in **August 2023**. CRDF Global will coordinate sub-team award execution dates as close as possible with DOST PCHRD. Sub-team finalists **may not begin any project activities or incur any project expenses** associated with the awards until an **award agreement** has been **signed** with their respective awarding agencies. A CRDF Global award start date is subject to change, pending timely submission by Project Leaders of all documentation as required by U.S. government (USG) grant regulations.

A **research timeline** is recommended to be prepared in terms of semi-annual segments, per the Milestone Plan. Please see sample plan included in [Appendix E](#).

CRDF Global will address all program and administrative related inquiries, serve as the point of contact for the RFP, and communicate all results to applicants. CRDF Global will also receive the full proposals from applicants and will coordinate a technical peer review of full proposals. Following these reviews, the program sponsors will collectively determine meritorious proposals to receive awards administered through CRDF Global and DOST PCHRD.

VII. ALLOWABLE COSTS

The maximum total award is up to \$500,000 USD for up to three (3) years for each project. Sub-team budget allocation percentages must total 100% and there is no stipulation on what portion of the project budget must go to which site. Awardees may be eligible for no-cost extensions of up to six months at a time at the discretion of CRDF Global, NIAID, and/or DOST PCHRD. A maximum of \$10,000 USD per team is available for travel for the preparation and completion of full proposals. Not all applicants awarded travel funds will be funded for their full project proposals

CRDF Global will support all U.S. sub-team work using NIAID funds. DOST PCHRD will primarily support the Filipino sub-teams, however some funding for these teams may come from CRDF Global using NIAID funds. Travel Awards issued to teams for the preparation of full proposals may be issued by CRDF Global or DOST PCHRD. **All projects and travel funded by NIAID via CRDF Global must comply with relevant U.S. federal regulations. In the case of an award, project budgets may be subject to revision.**

A. Travel Awards

One of the objectives of the call is to encourage collaboration between U.S. and Filipino researchers to address TB or any disease that coexists with TB.

The **ten (10) approved concept proposals** will be entitled to a travel grant up to **\$10,000 USD (maximum per team)** to support meetings or activities for the development of the full proposal. Applicants may or may not avail the travel award, but it is highly recommended to strengthen the collaboration between the two parties and develop a high-quality full proposal. Applicants who wish to utilize the travel award must explicitly break down the estimated travel costs, work plan/timeline, and activities that will be undertaken during the trip, including the development of the full proposal, in the **Concept Proposal Form**. See [Appendix C](#). A **Travel Report** must also be submitted to CRDF Global POC: **Ms. Anna Emery**, aemery@crdfglobal.org **one week after the trip**. Please note that not all teams awarded with travel awards will be funded for their full project proposals.

Travel awards may be issued by CRDF Global or DOST PCHRD. Travel funded by NIAID will be arranged directly by CRDF Global and must comply with relevant U.S. federal regulations. Travel funds may be used to travel to the collaborating institutions, as well as for domestic travel, if applicable. The travel award will **only** support the expenses of Filipino and U.S. investigators, and the said travel is **only** in the Philippines or U.S.

For **DOST PCHRD**, the use of the travel award will be limited to the following activities:

- Travel cost of Filipino team such as airfare for local and international travel including per diem
- Accommodation expenses of PH and US teams, for local/PH accommodations
- Supplies and materials
- Payment for consultants, following the applicable DOST Grants-in-aid (GIA) Guidelines
- Other items as stated in the DOST GIA Guidelines
- Reference: Executive Order No. 77 on ***“Prescribing Rules and Regulations and Rates of Expenses and Allowances for Official Local and Foreign Travels of Government Personnel”***

For **NIAID/CRDF Global**, the use of the travel award will be limited to the following activities:

- Travel cost of PH/U.S. team such as airfare for local and international travel including per diem
- Accommodation expenses of PH and U.S. teams, for local/PH accommodations
- Traveler’s medical insurance (mandatory)
- Other items that can be supported will have to meet U.S. NIAID/CRDF Guidelines

The following cost guidelines should be used in preparing the travel portion of the budget:

- **International Transportation:** CRDF Global-supported travelers must purchase the lowest-cost applicable round-trip airfare from their home country. Travelers must comply with the provisions of the Fly America Act. For more information, visit: <https://www.gsa.gov/policy-regulations/policy/travel-management-policy/fly-america-act> .
- **Travel Allowances:** Applicants should refer to the following travel allowance guidelines when preparing their travel budget:
 - For travel in the U.S., visit: <http://www.gsa.gov/portal/category/21287>
 - For non-U.S. travel, refer to: https://aoprals.state.gov/content.asp?content_id=184&menu_id=78

These are the maximum allowances for covering lodging, meals, and incidental expenses. Health insurance is mandatory for all travel under CRDF Global awards and should be included in the budget in addition to the travel allowance.

- **Visa Fees:** Applicants may use travel funds to cover the cost of visa fees.

B. On Approved Full Proposals

Six (6) full proposals will be awarded up to **\$500,000 USD each, for a maximum of three (3) years**, with the possibility of up to **one year no-cost extension** (allotted six months at a time at the discretion of CRDF Global, NIAID, and/ or DOST PCHRD), if justified.

CRDF Global will support all U.S. sub-team work using NIAID funds. DOST PCHRD will primarily support the Filipino sub-teams, however some funding for these teams may come from CRDF Global using NIAID funds. All projects and travel funded by NIAID via CRDF Global must comply with relevant U.S. federal regulations. In the case of an award, project budgets may be subject to revision. Sub-team budget allocation percentages must total 100% and there is no stipulation on what portion of the project budget must go to which site.

The **\$500,000 USD** will be given in **tranches** for each implementation year. The succeeding tranches will not be released unless the necessary reports for project monitoring, such as semi-annual progress reports and financial reports, are submitted. This will ensure that projects are following their timelines and the target activities are accomplished. Budgets per year will also depend on the needs of the project for the particular implementation year, but the total budget of each project must **not exceed \$500,000 USD for three (3) years**.

C. Projects Funded by CRDF Global

CRDF Global will support expenses for all U.S. sub-teams from universities and non-profits. **Philippine sub-teams may be funded through DOST PCHRD or NIAID via CRDF Global, if necessary. All projects funded by NIAID via CRDF Global must be compliant with U.S. federal regulations including 2 CFR 200.** U.S. federal government agencies, including their employees, **are not permitted** to receive funding under this program. CRDF Global will distribute support as a **cost-reimbursable** grant upon receipt of invoices and documentation reflecting expenses incurred. Should a grantee require advance funding, significant justification must be submitted to CRDF Global in writing and shall be reviewed by the funder for approval. CRDF Global will work with awarded institutions for any financial resource issues that may arise from the cost-reimbursable policy.

Sub-teams should refer to the instructions below for submitting all documentation necessary to execute cost-reimbursable grants:

- **Milestone Plan:** The Project Milestone Plan should identify and describe specific milestones to be accomplished by the sub-team during project implementation, with budget estimates provided for each. CRDF Global staff and external peer reviewers will evaluate the plan to ensure that milestones are directly relevant to the overall research project; can be delivered in accordance with the timeline; and can be supported by appropriate documentation.
- **Budget:** Sub-teams must also submit a line-item project budget using the form provided in [Appendix E](#). If selected for an award, CRDF Global staff may request additional information or supporting documentation before finalizing an award agreement. Project budgets should be calculated in accordance with the following guidelines:

- **Labor:** Personnel costs are defined as payments made to individual team participants for work performed on the project (i.e., labor costs). Include all benefits and fringe costs within the labor rate. They may not exceed the applicant institute's rates and must be documented in the proposal's budget narrative.
 - Student stipends are permissible and may include fringe benefits or tuition remission. For planned students not yet identified, clearly indicate their participation and request for support in the Budget Narrative.
- **Equipment, Supplies and Services (ESS):** This includes support for research equipment, including computers and telecommunications devices and/or services, subscriptions to scientific journals, reagents, and other supplies/materials to be used in the research. In general, materials and supplies are defined as tangible personal property, other than equipment, costing less than \$5,000 USD, or other lower threshold consistent with the policy established by the proposing institute. Any item requested valued at more than \$1,000 USD must be specifically described and justified in the Budget Narrative.
 - Budget items should be listed individually – items listed generally as “supplies” or “services” will **NOT** be accepted. Each line item should be calculated based on actual costs.
 - Funds may also be requested for the costs of documenting, preparing, publishing or otherwise making available to others the findings and products of the work conducted under the award.
- **Travel:** Please refer to the guidelines described in [VII: Allowable Costs, Subpart A\) Travel Awards](#)
- **Indirect Costs (IDCs):** Applicants may request indirect costs/overhead expenses on all direct costs except for equipment (over \$5,000), capital expenditures, rent, student tuition, participant support costs² and sub-awardees expenses (after the first \$25,000). Total direct costs minus these items are considered the “modified total direct cost” (MTDC) amount for which the IDC rate should be applied. IDCs combined with the total direct costs cannot exceed the funding total allowed to request. Below are helpful calculations:

$$\text{IDC \$} = \text{IDC\%} \times \text{MTDC \$}$$

$$\text{Maximum Total Sub-Team budget} = \text{total direct costs \$ (including MTDC)} + \text{IDCs \$}$$

U.S. Institutions may request indirect costs up to 10% of their Modified Total Direct Costs. Institutions outside of the U.S. may request indirect costs up to 8% of their Modified Total Direct Costs.

² Participant Support costs include stipends or subsistence allowances, travel allowances and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with meetings, conferences, symposia or training projects, scholarships/fellowships.

- **Budget Narrative:** Justification/support for requested costs should be provided in the budget narrative.
 - Any equipment valued over \$1,000 includes an additional detailed justification.
 - For travel expenses, all trips are justified with description of who is traveling, to where and for how long.
 - Airfare, lodging and per diem costs for each trip are clearly stated.
 - Please include receipts, quotes, or website links to support calculations for equipment, supplies, and services.

D. Projects Funded by DOST PCHRD

DOST PCHRD will primarily disburse funds to cover expenses for Philippine sub-teams from universities, non-profits, and government institutions in the Philippines. Philippine sub-teams must also submit a line-item project budget using the form provided in [Appendix E](#). For more information, please refer to Administrative Order No. 11 series of 2020 on the ***“Revised Guidelines for the Grants-In-Aid Funds of the Department of Science and Technology and its Agencies.”***

Should funds to Philippine teams be dispersed by CRDF Global, costs will be subject to the allowable cost guidance outlined in above in [Section VII: Allowable Costs C. Projects Funded by CRDF Global](#), and budgets will be subject to revision.

VIII. GRANTEE EXPECTATIONS

Awardees from this competition will be expected to:

- Submit up to five (5) semi-annual progress reports and one (1) final technical report to CRDF Global, all jointly prepared by the Philippine and U.S. sub-teams, including a summary of major achievements.
- Adhere to respective CRDF Global (for U.S sub-team) or DOST PCHRD (for Philippine sub-team) award agreement terms.
- U.S. awardees are to submit invoices and applicable financial back-up for all project expenses to CRDF Global. Philippine awardees are to submit invoices and all applicable financial back-up documents to DOST PCHRD.



IX. PROGRAM SUPPORT INFORMATION

For further information about this opportunity, please contact the applicable representative listed below. **Inquiries via email are strongly encouraged and will result in prompt response.**

Technical/Scientific Inquiries

- **DOST PCHRD**
Dr. Albert Remus Rosana, arrosana@pchrd.dost.gov.ph
- **U.S. NIAID**
Dr. Sudha Srinivasan, sudha.srinivasan@nih.gov

Administrative Inquiries

- **DOST PCHRD**
Ms. Louise Sky Olaguer, ltaguer@pchrd.dost.gov.ph
- **U.S. CRDF Global**
Ms. Anna Emery, aemery@crdfglobal.org
Ms. Mason Szlapak, mszlapak@crdfglobal.org

APPENDIX

APPENDIX A: Definition of Terms

The terms herein used shall mean as follows:

- A. **Concept Proposals:** A short document that will provide the funding agency a platform for quick assessment of the eligibility of the applicants, suitable implementation plans, prospective budget, and general project fit to the funding agency criteria.
- B. **Contact Principal Investigator:** The Contact PI will be responsible for submitting the Concept Proposal and Full Proposal to CRDF Global and will receive the login credentials to access the grant management system, Fluxx. *(The log-in credentials are not-transferable, if the Contact PI is unable to submit the official proposal, CRDF Global must be contacted so a new login can be created.)*
- C. **Full Proposals:** The plan and description of Science and Technology (S&T) project developed by a Principal Investigator and/ or his/ her team in accordance with the specific requirements or specifications set by NIAID and DOST PCHRD and/ or its grant-giving unit and submitted to the latter for financial and/ or technical assistance.
- D. **Primary Institution (or Implementing Agency):** An organization involved in the execution of the project which can be a public or private entity.
- E. **Principal Investigator (or Project Leader):** The proposal's principal researcher/ implementer.
- F. **Project Duration (or Implementation Period):** The grant period or time frame that covers the approved start and completion dates of the project.
- G. **Project Personnel (or Co-investigators):** Individuals who are directly involved in the implementation of the project such as project leaders and their staff.
- H. **Project Staff:** Individuals who render technical, administrative, or management-related services/ assistance, including research utilization practitioners, information, education, communication (IEC) material writers, and tri-media communications support staff.

APPENDIX B: Timeline and Application Process

This research call is a **two-stage process** wherein applicants are expected to submit a **concept proposal** and a **full proposal**.

Concept proposals will undergo eligibility checks and a panel review by NIAID and DOST PCHRD. Up to **ten (10) concept proposals** will be selected and will be required to submit a full proposal. A travel award will be provided to each project team who wishes to travel and develop their full proposal with their collaborators. Each full proposal will undergo another round of joint peer evaluation by U.S. and Filipino technical reviewers. Only **six (6) full proposals** will be selected for funding under this call.

28 October 2022: Opening of the Call

07 December 2022: Concept Proposal Submission Deadline

- Concept proposals should be submitted to CRDF Global point-of-contact (POC): **Ms. Anna Emery**, aemery@crdfglobal.org

09 January 2023 to 13 January 2023: Evaluation of Concept Proposals

- Concept proposals will be reviewed for their alignment to the call priority areas, eligibility of the applicants and collaborators, and expected outputs.
- Concept proposals will also undergo a joint review and evaluation from the U.S. NIAID and DOST PCHRD panel.

20 January 2023: Announcement of Approved Concept Proposals

- Successful applicants will be informed by CRDF Global POC: **Ms. Anna Emery** via email. Please make sure that the contact details of the applicants in the concept proposal are still active.

27 January 2023: Orientation of Applicants

- Applicants of approved concept proposals will be notified via email and invited to participate in an orientation call to discuss the travel grant and guidelines for submission of the full proposal.
- U.S. and Filipino investigators and their project teams are encouraged to attend.

24 February 2023: Release of Travel Awards

03 March 2023 to 31 March 2023: Travel Period and Development of Full Proposals

- Applicants can only travel within the above-mentioned period.
- A travel report, which contains a narrative of the activities and accomplishments done, should be submitted to CRDF Global POC, **Ms. Anna Emery**, **one week after the trip**. No extension will be given.
- Applicants are expected to develop their full proposals and complete the necessary requirements.

07 April 2023: Full Proposal Submission Deadline

- Full proposals should be submitted electronically, using CRDF Global's application forms, through CRDF's Grant Management System's website. Please note this system requires prior registration.

17 April 2023 to 12 May 2023: Review and Evaluation of Full Proposals

- A joint peer review and evaluation, involving U.S. and Filipino reviewers, will be conducted to assess the merit of the submitted full proposals.
- The ten (10) full proposals will be ranked using the rubric set by NIAID and DOST PCHRD.



01 June 2023 to 16 June 2023: Presentation of Top Six Proposals to DOST PCHRD Governing Council

- The top six (6) full proposals will be presented to the DOST PCHRD Governing Council based on the recommendations made by the technical review panel.

30 June 2023: Announcement of Approved Full Proposals

- Approved proposals may start project implementation in August 2023.



APPENDIX C: Concept Proposal Form

(To be jointly filled out by U.S. and Filipino Applicants.

*Please be reminded that Concept Proposals should **not exceed** five (5) pages.)*

Regional Prospective Observational Research for Tuberculosis “RePORT Philippines Phase II” Concept Proposal Form

I. Concept Proposal Summary Information

Full Project Title	
Duration in months	
Estimated/ Anticipated Total Amount to be Requested	
Principal Research Question to be Addressed <i>(Please be concise and clear)</i>	

II. Research Project Team

*(Please add rows, if necessary. Kindly indicate the **age** of the Principal Investigator and co-PI)*

U.S. Applicants				
Position	Name	Organization	Department/ Division	E-mail

Filipino Applicants				
Position	Name	Organization	Department/Division	E-mail



III. Proposal Description

*(Using the assessment criteria (See **Section V**) as a guide, please describe your proposed research project as succinctly as possible, ensuring the clarity of the scientific rationale, significance of the research, and relevance to the Philippine context. Maximum of 1,500 words.)*



IV. Funding Requested

(Please provide a breakdown of the estimated/ anticipated funding request per institution)

Organization/ Institution Name	Approximate Total Project Cost (USD/ PHP)
U.S. Organization/ Institution:	
Philippine Institution:	

V. Travel Grant

(If successful at the concept proposal stage, describe how the travel grant (to be provided by NIAID and DOST PCHRD) will be used to undertake activities in support of the research collaboration to develop the project team and research questions.)

Activity Title:
Travel Dates:
Destination:
I. Rationale and Objectives

II. Participants

(Please add rows, if necessary)

Name	Position	Role(s) in the Travel

III. Expected Outputs

IV. Travel Itinerary

(Please add rows, if necessary)

Date & Location	Attendee(s)	Activity/ Agenda

V. Budget Estimate



VI. Proposal History

(Is this proposal has been submitted to previous Calls for Proposals on other funding organization(s)? If so, please indicate the status of the said application.)

APPENDIX D: Checklist for Full Proposals

(Documents/ information must be combined into a SINGLE PDF or Word file.

All documents submitted to CRDF Global MUST be submitted online.)

I. Full Proposal Narrative

- **General**
 - Proposal topic and project plan are responsive to the RFP
 - No more than one proposal is submitted by a PI
- **E.1. Cover Sheet**
 - All fields are completed
 - Signed by Project Leaders and Institute Leadership Representatives
- **E.2. Project Abstract**
 - Does not exceed 350 words
- **E.3. Project Narrative**
 - All project criteria are addressed
 - Text is within five (5) page limit
 - Formatted properly (typed, single spaced, one-inch margins, page numbers, font no smaller than Arial 10 pt.)
 - Authors names are included at end of section
- **E.4. References Cited**
- **E.5. Project Milestone Plan**
 - Written based on the instructions in **Section VI.** and sample in **Appendix E.5**
 - Should include clear, discrete, verifiable milestones; deliverables must be associated with each milestone
- **E.10. Previous CRDF Global Awards (if applicable)**
 - Does not exceed one (1) page per award
- **E.11. PI Partnership & Terms Agreement Statement**
 - One for each Filipino and U.S. sub-team on the proposal
 - Written based on provided template
 - On institute letterhead and signed by PI
- **E.12. Plagiarism Policy and Standards Agreement**
 - Scanned copy of the Agreement signed by the Project Leaders

II. Full Proposal Budget

- **E.7.1. Budget (CRDF Funded)**
 - Follows Allowable Costs guidelines
 - One budget included for each participating U.S. sub-team
 - Institutional Support (if applicable) for each sub-team does not exceed 10% of direct costs (IFS + ESS+ Travel) for U.S. institutions or 8% of direct costs for international institutions
- **E.7.2. Budget (DOST PCHRD Funded)**
 - Follows Allowable Costs guidelines
 - One budget included for participating Filipino sub-team
- **E.8.1. Budget Narrative (CRDF Funded)**
 - One form included for each participating U.S. sub-team that describe all expense listed in respective budgets
 - Any equipment valued over \$1,000 includes an additional detailed justification
 - For travel expenses, all trips are justified with description of who is traveling, to where and for how long. Airfare, lodging and per diem costs for each trip are clearly stated
- **E.8.2. Budget Narrative (DOST PCHRD Funded)**

- Filipino One form included for participating Filipino sub-team that describe all expense listed in respective budgets
- Any equipment valued over \$1,000 includes an additional detailed justification
- For travel expenses, all trips are justified with description of who is traveling, to where and for how long. Airfare, lodging and per diem costs for each trip are clearly stated

III. Bioethics Review Form

- **E.14. Bioethics Review Form** (*for CRDF funded institutions only*)
 - Proposals involving Human and or Animal Subjects research only

IV. Institutional Data Form

- **E.13. Institutional Data Form** (*for CRDF funded institutions only*)
 - One for each U.S. Institution on the proposal

V. Personnel List/ Curriculum Vitae

- CV for Filipino and U.S. Project Leaders and all team participants
 - Project Leaders CVs no more than five (5) pages.
 - Team participant CVs are not more than two (2) pages.
 - Each form has a corresponding detailed CV compiled as a separate document which is submitted separately from the proposal
- **E.6. Sub-Team Key Participant Form**
 - All fields are completed for all participants (other than Project PIs)
- **E.9. Statement of Other Sources of Support of Key Personnel**
 - At least one (1) form is completed for each Project Leader
 - If no other support reported, the form is completed with the Project Leader's name and the "none" box checked at the top of the page

VI. Optional: Cost-share Letter of Support

APPENDIX E: Full Proposal Forms and Templates

(Complete for **each** applicable U.S. sub-team and Filipino sub-team.)

E.1 COVER SHEET

GENERAL PROJECT INFORMATION			
Project Title <i>(Not to exceed 25 words)</i>		Projected Length of Project (Months)	
Amount Requested	Total	US Team	Filipino Team
Research Categorization	Research Area	Sub-Research Area	Research Focus
Research involves use of Human/ Animal subjects	<input type="checkbox"/> Human <input type="checkbox"/> Animal <input type="checkbox"/> None		

FILIPINO PRINCIPAL INVESTIGATOR (PI-1)			
Last Name		First Name	
Position/ Title			
Institute Name			
Complete Mailing Address			
Institution type	<input type="checkbox"/> University/ Academic <input type="checkbox"/> Research Institution <input type="checkbox"/> Government <input type="checkbox"/> Non-profit/ non-governmental <input type="checkbox"/> Other: _____		
PI E-Mail		Alternative Email	
Telephone #		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Highest Degree Earned/ Field of Degree		Year Awarded	
		Citizenship	
Name of Institution Director		E-mail	
Institutional Director Address		Telephone #	
Total number of PH team members, including PH PI and graduate students			
SIGNATURES <i>(scanned, signed copies of this cover sheet are required for applicants)</i>			
Philippine Principal Investigator Signature		Date	
Philippine Institution Leadership Representative (Primary Signatory) Signature		Date	



U.S. CO-PRINCIPAL INVESTIGATOR (Co-PI-2)			
Last Name		First Name	Middle
Position/ Title			
Institute Name			
Complete Mailing Address			
Institution type	<input type="checkbox"/> University/ Academic <input type="checkbox"/> Research Institution <input type="checkbox"/> Government <input type="checkbox"/> Non-profit/ non-governmental <input type="checkbox"/> Other: _____		
Co-PI E-Mail		Alternative Email	
Telephone #		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Highest Degree Earned/ Field of Degree		Year Awarded	
(Must Check One) <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Non-U.S. Citizen with legal visa status			
Are you employed by the U.S. government?			
Name of Institution Director		E-mail	
Institutional Director Address		Telephone #	
Total number of U.S. team members, including U.S. PI and graduate students			
SIGNATURES <i>(scanned, signed copies of this cover sheet are required for applicants)</i>			
U.S. Principal Investigator Signature		Date	
U.S. Institution Leadership Representative (Primary Signatory) Signature		Date	



E.2 PROJECT ABSTRACT
(Abstract should not exceed 350 words.)



E.3 PROJECT NARRATIVE

(Narrative should not exceed 5 pages and text should be Arial font size 10 within 1-inch margins.)



E.4. REFERENCES CITED

(This section must only include bibliographic citations and not be used to provide parenthetical information outside of the Project Narrative.)

E.5. PROJECT MILESTONE PLAN

(Text in red font is an example. Please copy the template to accomplish this. Information should match the proposal Project Narrative and Project Budget.)

FIRST SEMI-ANNUAL REPORTING PERIOD			Responsible Team (Mark all that apply)	
Milestone	Description	Associated Deliverable(s)	Philippines	U.S.
Training for five participants	The project team will receive training in GIS technologies/methods used for disease surveillance.	Copies of all training materials, including PowerPoint slides, hand-outs, photographs, and video footage of the training	N/A	NO
Total Amount Requested for the Period:		\$30,000	\$20,000	\$10,000
SECOND SEMI-ANNUAL REPORTING PERIOD			Responsible Team (Mark all that apply)	
Milestone	Description	Associated Deliverable(s)	Philippines	U.S.
Completion of data analysis	Team X will conduct analysis on data collected at the field site.	Final Report	N/A	YES
Total Amount Requested for the Period:		\$10,000	\$5,000	\$5,000
THIRD SEMI-ANNUAL REPORTING PERIOD			Responsible Team (Mark all that apply)	
Milestone	Description	Associated Deliverable(s)	Philippines	U.S.
Training for five participants	The project team will receive training in GIS technologies/methods used for disease surveillance.	Copies of all training materials, including PowerPoint slides, hand-outs, photographs, and video footage of the training	N/A	NO
Total Amount Requested for the Period:		\$30,000	\$20,000	\$10,000

FOURTH SEMI-ANNUAL REPORTING PERIOD			Responsible Team (Mark all that apply)	
Milestone	Description	Associated Deliverable(s)	Philippines	U.S.
Completion of data analysis	Team X will conduct analysis on data collected at the field site.	Final Report	N/A	YES
Total Amount Requested for the Period:		\$10,000	\$5,000	\$5,000
FIFTH SEMI-ANNUAL REPORTING PERIOD			Responsible Team (Mark all that apply)	
Milestone	Description	Associated Deliverable(s)	Philippines	U.S.
Training for five participants	The project team will receive training in GIS technologies/methods used for disease surveillance.	Copies of all training materials, including PowerPoint slides, hand-outs, photographs, and video footage of the training	N/A	NO
Total Amount Requested for the Period:		\$30,000	\$20,000	\$10,000
FINAL SEMI-ANNUAL REPORTING PERIOD			Responsible Team (Mark all that apply)	
Milestone	Description	Associated Deliverable(s)	Philippines	U.S.
Completion of data analysis	Team X will conduct analysis on data collected at the field site.	Final Report	N/A	YES
Total Amount Requested for the Period:		\$10,000	\$5,000	\$5,000



E.6. SUB-TEAM KEY PARTICIPANT FORM

(Complete **one** for each Filipino sub-team and U.S. sub-team participant involved.

Please copy this page as necessary.)

TEAM MEMBER INFORMATION			<input type="checkbox"/> Philippine Sub-Team Participant <input type="checkbox"/> U.S. Sub-Team Participant	
Last Name (surname)		First Name (Given)		Middle
Current Position				
Institution Name				
Complete Mailing Address				
E-mail Address			Telephone #	
Highest Degree/ Year Awarded			Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Classification on Project <i>(please check one)</i>	<input type="checkbox"/> Researcher/ Engineer <input type="checkbox"/> Administrative		<input type="checkbox"/> Technical/ Scientific Support <input type="checkbox"/> Student	
Duties and Responsibilities on the Project <i>(responsibilities, expertise, level of effort on the project)</i>				



E.7.1. U.S. SUB-TEAM LINE-ITEM BUDGET




(Complete **one** for each U.S. institute involved. Please refer to Section VII.
Convert all amounts to USD.)

Team: <input type="checkbox"/> U.S. Team		Annual Project Cost:			
Institute Name:					
Individual Financial Support (IFS)		Hourly Rate	Total person hours	# Of Days	\$ USD
Participant Name <i>(Add rows if necessary)</i>					
1					
2					
TOTAL ANNUAL IFS					
Equipment, Supplies, & Services (ESS)		Units	Unit Cost	\$ USD	
Item <i>(Add rows if necessary)</i>					
1					
2					
TOTAL ANNUAL ESS					
Travel <i>(Totals only, describe purpose and per person costs in detail in Budget Narrative)</i>				\$ USD	
Domestic Transportation					
Domestic Per Diem					
International Transportation					
International Living Allowance/Per Diem					
Other Travel Expenses <i>(e.g., visa fees, conference registration fees, etc.)</i>					
TOTAL ANNUAL TRAVEL					
TOTAL ANNUAL INSTITUTE DIRECT EXPENSES					
Indirect Cost (IDC) of Institute					
<i>(Up to 10% for U.S. institutions)</i>					
TOTAL ANNUAL DIRECT EXPENSES					
SUB-TEAM SUBTOTAL <i>(Total of direct expenses and IS)</i>					
TOTAL ANNUAL COST-SHARING FROM NON-CRDF GLOBALSOURCES					
<i>(Describe in detail in Budget Narrative)</i>					

E.7.2. PHILIPPINE SUB-TEAM LINE-ITEM BUDGET

(Complete **one** for each Philippine institute involved. Please refer to Section VII.

Convert all amounts to PHP. Add and delete rows if necessary)

 PCHRD	 INSPIRED BY PEOPLE DRIVEN BY SCIENCE	 National Institute of Allergy and Infectious Diseases
Program Title:		
Project Title:		
Project Leader:		
Implementing Agency:		
Total Duration:		
Current Year:		

Team: <input type="checkbox"/> Philippine Team	PCHRD-GIA <i>(Funding Agency)</i>	Implementing Agency <i>(Counterpart Funding)</i>
I. Personnel Services (PS)		
<u>Direct Cost</u>		
Salaries		
Honoraria		
Sub-total for PS		
II. Maintenance and Other Operating Expenses (MOOE)		
<u>Direct Cost</u>		
Traveling Expenses		
Local		
Foreign		
Communication Expenses		

Postage and Courier Expenses		
Telephone Expenses (Landline)		
Mobile Expenses		
Internet Subscription Expenses		
Cable, Satellite, Telegraph and Radio Expenses		
Repairs and Maintenance of Facilities		
Repairs and Maintenance of Office Equipment		
Repairs and Maintenance of Furniture and Fixtures		
Repairs and Maintenance of Machinery and Equipment		
Repairs and Maintenance of IT Equipment and Software		
Repairs and Maintenance of Building		
Repairs and Maintenance of Office and Laboratory Facilities		
Repairs and Maintenance of Vehicles		
Transportation and Delivery Services		
Supplies and Materials Expenses <i>(shall be itemized based on GAM)</i>		
Office Supplies Expenses, Gasoline, Oil and Lubricants Expenses		
Agricultural Supplies Expenses, etc.		
Utility Expenses <i>(Please indicate)</i>		
Water, Electricity and Cooking Fuel Expenses		
Training and Scholarship Expenses <i>(Please indicate)</i>		
Membership Dues and Contributions to Organizations <i>(only by Counterpart Funding)</i>		
Advertising Expenses		
Printing and Publication Expenses		
Rent Expenses		
Representation Expenses <i>(e.g., food for meetings, etc.)</i>		
Subscription Expenses		
Survey Expenses		
Professional Services		
Legal Services, Auditing Services, Consultancy Services,		

Other Professional Services etc.		
Taxes, Insurance Premiums and Other Fees		
Other Maintenance and Operating Expenses <i>(Please itemize)</i>		
<u>Indirect Cost</u>		
Sub-total for MOOE		
III. Equipment Outlay (EO)		
<u>Direct Cost</u>		
<u>Indirect Cost</u>		
Sub-total for EO		
GRAND TOTAL		

References

- **AO 011 series of 2020 Revised DOST-GIA Guidelines and AO 017 series of 2021 Amendments to the DOST AO No. 11 Series of 2020 DOST-GIA Guidelines**
<https://dpmis.dost.gov.ph/index.php/transparency/downloads/category/6-dost-administrative-order>
- **2022 Salary rates for DOST-GIA Personnel**
<https://dpmis.dost.gov.ph/index.php/transparency/downloads/category/1-dost-so>
- **Honoraria Rates**
https://pcieerd.dost.gov.ph/images/dost_gia_guidelines/MC_001_Series_of_2009.pdf

Definition of Major Expense Items

1. **Personnel Services (PS)** includes salaries and wages, honoraria, fees, and other compensation to consultants and specialists.
2. **Maintenance and Other Operating Expenses (MOOE)** shall be in accordance with the Philippine Government Accounting Manual (GAM) and shall be broken down/itemized as follows:
 - a. **Traveling Expenses** costs of: (1) movement of persons locally and abroad, such as transportation, travel insurance for researchers exposed to hazard/risks, subsistence, lodging and travel allowances, fees for guides or patrol; (2) transportation of personal baggage or household effects; (3) bus, railroad, airline, and ship fares, trips, transfers, etc. of persons while traveling; (4) charter of boats, launches, automobiles, etc. non-commutable transportation allowances, road tolls; and (5) parking fees and similar reasonable expenses. For foreign travel, include the name(s), designation of program/project personnel who will travel, possible country of destination, purpose, and duration of the travel.
 - b. **Communication Expenses** include costs of telephone, telegraph, mobile/wireless and tolls, fax transmission, postage and delivery charges, data communication services, internet expenses, cable, satellite, radio, and telegraph messenger services, among others.
 - c. **Repair and Maintenance of Facilities** include costs of repair and maintenance of office equipment, furniture and fixtures, machinery and equipment, IT equipment and software, building, office and laboratory facilities, and other S&T structures directly needed by the project.
 - d. **Repair and Maintenance of Vehicles** include costs of repair and maintenance of vehicles directly needed by the project except for cost of spare parts, gasoline and oil that shall fall under Supplies and Materials.
 - e. **Transportation and Delivery Services** include the costs of commercial transportation of mail, hauling of equipment or materials, including portage, if any. Not included in this account are costs of transportation of equipment, supplies and materials purchased for operation. Instead, these costs shall be included as part of the cost of the equipment/ supplies and materials.
 - f. **Supplies and Materials** include costs of items to be used in specialized S&T work (e.g., office supplies, accountable forms, zoological supplies, food supplies, drugs and medicine, laboratory supplies, gasoline, oil and lubricants, agricultural supplies, textbooks/instructional materials, and other supplies). It also includes all expendable commodities (delivery cost included as needed/required) acquired or ordered for use in connection with project implementation such as spare parts, fuel, and oil.
 - g. **Utilities** include costs of water, electricity or cooking fuel consumed by the implementing agency directly related to the project.
 - h. **Training and Scholarship Expenses** include training fees and other expenses, and scholarship expenses such as tuition fees, stipends, book allowance, and other benefits.

- i. **Advertising Expenses** include costs of authorized advertising and publication of notices in newspapers and magazines of general circulation, television, radio, and other forms of media necessary for the implementation of the project.
 - j. **Printing and Publication Expenses** include costs of producing, printing, and binding materials such as books, reports, catalogs, documents, and other reading materials necessary for the implementation of the project.
 - k. **Rent Expenses** rental fees for the use of facilities, equipment, and vehicles directly used in the implementation of the project.
 - l. **Representation Expenses** include costs of meal/ food for the conduct of workshops/meetings, conferences, and other official functions related to the project.
 - m. **Subscription Expenses** include costs of subscription to library materials, such as magazines, periodicals, other reading materials and software (including online software) necessary for the implementation of the project.
 - n. **Survey Expenses** include costs incurred in the conduct of surveys related to the project.
 - o. **Professional Services** as defined in GAM, but only those items that are relevant and appropriate to the proposed program/ project.
 - p. **Taxes, Insurance Premiums and Other Fees-** include costs of accident insurance of the project personnel for the performance of duties that involve hazardous activities during project duration, taxes, duties and licenses, fidelity bond premiums, and insurance expenses of equipment acquired under the project.
 - q. **Other Maintenance and Operating Expenses** additional items not included above such as cost of submission of scientific paper for peer reviewed journals.
3. **Capital Outlay (CO)** includes all equipment necessary for the implementation of the project, which shall be numerated in the proposed LIB. This also includes infrastructure that are an integral part of the R&D, which are crucial in the attainment of the project objectives.

Counterpart Funding

1. A counterpart fund, in kind and/or in cash, shall be required from the Implementing Agency. Projects must have a minimum of 15% counterpart contribution (except for projects involving public good).
2. Indicate the detailed breakdown of the required fund assistance to indicate the counterpart of the Implementing Agency and other agencies cooperating in the project.



E.8.1. U.S. SUB-TEAM BUDGET NARRATIVE

(Complete **one for each** U.S. institute involved.

Please include secondary collaborative costs explanation within each budget category.)

Describe and justify the expenses included in each line item, e.g., the purpose and duration of each travel, the number of travelers, destinations, and how costs were determined. If a line item doesn't apply to your budget, please insert N/A for "not applicable" in the space provided.

Team: U.S. Sub-Team

Individual Financial Support (IFS)

Describe the level of effort projected for the PI and other team participants – the time to be devoted by team members to the project and their hourly rate, and a total number of person-hours.

Equipment, Supplies and Services (ESS)

List and justify in detail, requested equipment items with a value over \$1,000 and a use life greater than one year, and all equipment, supplies and services with per unit costs. Explain the necessity of the ESS to the project, and how these items will be used in the proposal. For equipment, supplies, or service orders greater than \$10,000 please describe the process that will be undertaken to ensure the order meets U.S. federal competitive selection requirements.



Travel

Explain the need for travel - how the travel will benefit the project's aims - and your calculations of travel costs for domestic and foreign travel. Break down by airfare, hotel, per diem, etc.

[Empty response area for Travel section]

Indirect Costs (IDC)

Calculate an allowance for indirect costs of up to 8% of the total individual team modified total direct costs for foreign grantees. U.S. teams may receive up to 10%.

[Empty response area for Indirect Costs (IDC) section]



E.8.2. PHILIPPINE SUB-TEAM BUDGET NARRATIVE

(Complete **one for each** Philippine institute involved.

Please include secondary collaborative costs explanation within each budget category.)

Describe and justify the expenses included in each line item, e.g., the purpose and duration of each travel, the number of travelers, destinations, and how costs were determined. If a line item doesn't apply to your budget, please insert N/A for "not applicable" in the space provided.

Team: Philippine Sub-Team

Personnel Services (PS)

Describe the level of effort projected for the PI and other team participants – the time to be devoted by team members to the project and their hourly rate, and a total number of person-hours.

Maintenance and Other Operating Expenses (MOOE) and Equipment Outlay (EO)

List and justify in detail, requested equipment and items with a value over \$1,000 and use life greater than one year, and all goods with per unit costs. Explain the necessity of the goods to the project, and how these items will be used in the proposal.



Travel

Explain the need for travel - how the travel will benefit the project's aims - and your calculations of travel costs for domestic and foreign travel. Break down by airfare, hotel, per diem, etc.

Others

List and justify in detail, requested other items with per unit costs. Explain the necessity of the other items to the project, and how these items will be used in the proposal.

E.9. OTHER SOURCES OF SUPPORT OF KEY PERSONNEL

(For Principal Investigators only, please copy this page as necessary.)

“None” – Check here if no other sources of support. List names of Principal Investigators below.

Principal Investigator			
Support	<input type="checkbox"/> Current <input type="checkbox"/> Pending Submission Planned in Near Future		
Project/ Proposal Title			
Source of Support		Level of Effort (%)	
Award Amount		Period Covered	
Location of Research			

Principal Investigator			
Support	<input type="checkbox"/> Current <input type="checkbox"/> Pending Submission Planned in Near Future		
Project/ Proposal Title			
Source of Support		Level of Effort (%)	
Award Amount		Period Covered	
Location of Research			



E.10. PREVIOUS CRDF GLOBAL AWARDS

*(Please copy the form as necessary for each award. Individual forms should not exceed **one page.**)*

CRDF Global Award Number			
Title of Previous Project			
Start Date (MM/YY)		End Date (MM/YY)	
<p><i>Please briefly describe the previous research project. Be sure to provide specific information regarding results and objectives. Were all objectives of the research plan achieved? If not, what prevented you from doing so? Please list scientific publications and conference reports that were published as a result of the CRDF Global award.</i></p>			
<p><i>How will the work accomplished during this project contribute to the proposed research? Please address specific project results (data, models, methods) that the proposed project will further develop and/or build upon.</i></p>			



E.11. PRINCIPAL INVESTIGATOR PARTNERSHIP AND TERMS AGREEMENT STATEMENT

(Each U.S. and Filipino sub-team must complete using this Template/Sample. Please use Institute Letterhead. Document must be signed and scanned.)

[INSTITUTE LETTERHEAD]

Re: [Full Proposal Title]

I, [Principal Investigator (PI) Name], hereby acknowledge that I have submitted a proposal to the **U.S. NIH – PCHRD Collaborative Research Call for Tuberculosis (CoRe TB)** jointly with [collaborating PI Name(s)] of [collaborating PI institution name].

If awarded, I undertake this research in good faith and will uphold my portion of the collaborative work as proposed in the submission.

I attest that the information contained in this proposal is truthful and that it has been prepared with the full knowledge and consent of [Institutional Leadership Representative Name], leadership representative of [Institution].

I affirm that I have read and understood CRDF Global’s policies and standards outlined within the Regional Prospective Observational Research for Tuberculosis (RePORT) Philippines Phase II RFP, including CRDF Global’s Plagiarism Policy. I agree to adhere to CRDF Global’s Plagiarism Policy and understand that CRDF Global will not provide funding to an application in which plagiarism exists. If plagiarism is detected, penalties may be imposed up to and including my exclusion from this funding opportunity and barring my participation in future funding opportunities.

Principal Investigator Name and Signature Date

E.12. PLAGIARISM POLICY AND STANDARDS AGREEMENT

(Provide a copy signed by each sub-team Project Leader on the proposal.)

CRDF Global and DOST PCHRD will not provide funding to an application in which plagiarism exists.

All applications for funding submitted to CRDF Global will be thoroughly screened for plagiarism against a large number of sources including published research papers, books, conference abstracts, and websites.

When plagiarism is detected, the program within CRDF Global that is overseeing the funding opportunity will determine the specific action to be taken. Action taken may include but is not limited to:

- informing the applicant that plagiarism has been discovered.
- excluding the applicant from the funding opportunity.
- informing the applicant's institution.
- informing reviewers.
- informing organizations collaborating with CRDF Global on the funding opportunity; and
- barring the applicant from participation in future funding opportunities.

Standards

Definition: **Plagiarism** is the incorporation of published writing or another person's original writing into your document without clear formatting and accurate attribution of the source. Academic writing such as a funding proposal must be original work, written by the stated applicant(s). Any text derived from another published source, or from an author not named in the proposal, must be formatted to clearly indicate that it is not the original writing of the applicant(s), and the correct citation to the original source must be given. Proper formatting is either the use of quotation marks around all of the borrowed text or indentation of the borrowed text to clearly set it off from your own writing.

Examples of plagiarism include, but are not limited to, the following cases.

- Using your own previously published text in the proposal without proper formatting and attribution. This is a common error. Even if you wrote the text, you cannot re-use text that you have published in any publicly available form, such as in a research paper, on a website, or in a conference abstract. Even your own previously published text must be formatted and a correct citation to the source must be given.
- Making minor alterations to previously published text and presenting it without proper formatting and citation. Simply changing some of the words within previously published text does not make it your original writing. To avoid plagiarism, the writing must be your original words, sentence structure, and organization. This is another common error.
- Presenting the original writing of another person, even if it hasn't been previously published, as the work of the applicant(s). If someone contributes writing to your proposal, that person must be one of the listed participants (principal investigator or named team member) in the proposal. Even if another person agrees to write text for your proposal and agrees not to be named in the proposal, the use of that person's writing as if it is your own is plagiarism.
- Copying a sentence or obviously unique phrases from another source without formatting and attribution. Stealing a little bit is still stealing. If the text is clearly recognizable as derived from a previously published source, then it must be formatted with proper attribution.



- Giving the correct attribution (citation) at the end of copied text but not formatting the text to clearly indicate that it is taken from the cited source. In the sciences and engineering, it is not sufficient to simply give the citation—if the text is from another source, it must be clearly formatted to show that.

I affirm that I have read and understand the above policy and standards for plagiarism, and I agree to adhere to them.

Principal Investigator Name and Signature Date



E.13. INSTITUTIONAL DATA FORM

The information requested below must be provided in full and signed by an authorized institutional signatory, certifying that the information is true to the best of their knowledge. CRDF Global cannot proceed with an award to the institute without this information.

Institution Name	
Institutional Website	
Type of Organization	<input type="checkbox"/> International Organization <input type="checkbox"/> Government. <input type="checkbox"/> Corporation. <input type="checkbox"/> University
UEI Number	

U.S. ORGANIZATIONS ONLY		
TIN/ EIN		
Small Business Designations	<input type="checkbox"/> Small Business <input type="checkbox"/> SDB <input type="checkbox"/> HUB-Zone <input type="checkbox"/> VOSB <input type="checkbox"/> <input type="checkbox"/> SDVOSB <input type="checkbox"/> N/A	
Financial Controls, Audits, & Bioethics		
Did your organization spend more than US \$750,000.00 in U.S. Government Federal Funding (Grants, Contracts, Subgrants, Subcontracts) in the previous fiscal year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide a copy of your single audit report, which is required under 2 CFR 200.		
Have you been audited in the past 3 years? If yes, please send a copy of the report.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Were there any material or significant findings in the audit report?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has your organization ever had a grant or contract terminated for cause?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your organization utilize a financial manual to authorize expenses?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your organization utilize an accounting system to track expenses?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your organization have an ethics policy?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your organization have a timekeeping system for labor such as timesheets?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does your project involve: <input type="checkbox"/> Human Subjects <input type="checkbox"/> Animal Testing <input type="checkbox"/> Recombinant DNA <input type="checkbox"/> Not applicable/None		



Executive/ Management Reporting Requirements			
CRDF Global may be required to publicly report the names and total compensation of the five most highly compensated individuals at the awardees' institution. If you meet any of the criteria below, you are exempt from this requirement. Please find and check any applicable exemption:			
In the previous tax year, institutional gross income from all sources was LESS than \$300,000.			Exempt <input type="checkbox"/>
The institution received LESS than 80 percent of its annual gross revenues in U.S. federal funding (Contracts, Grants, Subgrants, Subcontracts or Loans).			Exempt <input type="checkbox"/>
The institution received LESS than \$25,000,000 in annual gross revenues from U.S. federal funding sources (Contracts, Grants, Subgrants, Subcontracts or Loans).			Exempt <input type="checkbox"/>
Executive compensation is publicly reported under Section 13(a) or 15(d) of the Security Exchange Act or Section 6104 of the Internal Revenue Code.			Exempt <input type="checkbox"/>
I do not meet any of the exemptions above. I will provide the names and total compensation of the five most highly compensated executives. Click here for more information.			Not Exempt <input type="checkbox"/>
Past Performance			
<i>Please list any applicable grants or contracts received from outside organizations. Successful completion is defined as zero suspensions or terminations for cause, audit findings or other discrepancies.</i>			
Funding Source	Total Funding	Successful Completion?	Type of Project
World Bank	Ex. \$50,000USD	Yes <input type="checkbox"/> No <input type="checkbox"/>	Research Grant
		Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Yes <input type="checkbox"/> No <input type="checkbox"/>	

Signature Name and Title Date



E.14. BIOETHICS REVIEW FORM

CRDF Global is committed to ensuring that projects involving human, or animal research are conducted in accordance with all applicable regulations and ethical guidelines. All projects recommended for award that involve human or animal subjects will undergo bioethics review prior to award activation. The Co-Investigator must submit this form to CRDF Global within 2 weeks of receipt.

Project Name:			
Principal Investigator (PI) Name:			
PI Contact Information:		Telephone:	E-Mail:
Institution Name:			
Institution Website:			
Does your project involve:	<input type="checkbox"/> Human Subjects	<input type="checkbox"/> Animal Subjects	<input type="checkbox"/> Recombinant DNA
If you checked the box for Human Subjects, you must submit the information below. To obtain these numbers (#), please visit OHRP website: https://www.hhs.gov/ohrp/irbs-and-assurances.html			
OHRP IRB#:		OHRP FWA#:	
If you checked off the box for Animal Subjects above, you must check one of the options below.			
AAALAC Accreditation:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
All projects with human or animal subjects must submit either approval or exemption notice from their IRB or IACUC (as applicable). The notice must include project name and period for which approval/exemption is valid.			
IRB/ IACUC Approval/ Exemption Notice Attached:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you answered No above you must complete the following section, to the best of your knowledge			
Date by which IRB Approval/ Exemption notice will be submitted to CRDF Global:			MM-DD-YYYY

Submitted by:

Name, Title, and Signature

Date