

Request for Proposals: Global Health Programs-MI4 Steinberg Seed Fund Grant

1. Background and Description of Funding Opportunity

1.1. Background and Scope

McGill Global Health Programs (GHP) is pleased to collaborate with the McGill Interdisciplinary Initiative in Infection and Immunity (MI4) to co-sponsor one Seed Fund Grant (SFG) with support from the Steinberg Fund for Interdisciplinary Global Health Research. This grant will support a new, interdisciplinary **global health research** project **focusing on infection or immunity**.

The GHP-MI4 Steinberg SFG aims to catalyze innovative and impactful infection or immunity focused global health research at McGill & affiliated hospitals, by providing one seed grant to enable the launch of a new, interdisciplinary, infection or immunity focused global health research project and make it competitive for sustained external funding. The research must be conducted in a low or middle income country, or in a resource-poor setting within Canada (e.g. with indigenous communities in the Canadian North). Proposals should be forward thinking and aim to address global health issues that are emerging and will increase in importance over the coming decade.

1.2. Key Dates:

- Launch of GHP-MI4 Steinberg SFG: October 7, 2020
- **SFG application deadline: December 16, 2020, 11:59 PM Eastern Time**
- Evaluation period: December 17, 2020 to February 28, 2021
- SFG announcement to applicants: March 1, 2021

GHP-MI4 Steinberg SFG - Funding Available and Parameters

1.3. Team Composition

The GHP-MI4 Steinberg SFG requires two Principal Investigators (a nominated Principal Investigator and a Co-Principal Investigator) from at least two different departments or centres at McGill University or its affiliated institutions. A maximum of three Principal Investigators can be included. Preference will be given to proposals that include a Co-Principal Investigator from a low-resource setting, and that include opportunities for involvement of McGill students.

Additional collaborators (as many as needed to accomplish the work) are allowed and may be on-campus, off-campus, senior faculty/clinical staff/post docs/international collaborators, etc.

Subcontracts to investigators outside McGill University and its affiliated institutions are permitted, subject to approval of GHP and MI4.

1.4. Eligibility

The nominated Principal Investigator must be an early- or mid-career investigator at McGill University, or an affiliated hospital, as per the following criteria:

- Early Career Investigator (0-5 years post first independent appointment)
- Mid-Career Investigator (6-10 years post first independent appointment)

A researcher may participate in only one GHP-MI4 Steinberg SFG proposal as a Principal Investigator or Co-Principal Investigator.

Researchers currently holding an active seed grant from the Steinberg Fund for Interdisciplinary Global Health Research (PI or Co-PI) are not eligible to apply for this grant, unless the previous project is complete. Steinberg Fund seed grants are considered complete when meeting the following criteria: 1) all funds spent; 2) application(s) submitted for extramural grant(s); and 3) final report submitted to and approved by GHP.

1.5. Non-Eligible Projects

The following are examples of projects that are not eligible under this grant opportunity:

- Fundamental (laboratory or bench) research projects, without a clear translational focus on population outcomes.
- Research that is already supported by other sources.
- Gap funding to bridge support between external grants or contracts.

1.6. Available Funds and Grant Term

One award is available up to a maximum of \$50,000 in value. All funds will be disbursed in one payment at the start of the project. The grant term must be between 12-18 months. Grants are non-renewable and unspent funds must be returned to the source from which the funds originated (either MUHC-RI or McGill) at the end of this period.

2. Submission Deadline and Procedure

The deadline for submissions is December 16, 2020 at 11:59 PM Eastern Time.

All applications must be submitted by email in PDF format to ghp-progmanager.med@mcgill.ca, copying grantsmcgilli4.med@mcgill.ca. Please include "GHP-MI4 Steinberg SFG" in the email subject line.

3. Additional Information

If additional information is required to complete a GHP-MI4 Steinberg SFG submission, please contact ghp-progmanager.med@mcgill.ca.

4. Application Instructions

Follow these steps in order to submit a proposal for the GHP-MI4 Steinberg SFG:

1. Download and complete all sections of the GHP-MI4 Steinberg SFG Application Form
2. Prepare all proposal content as per 'Proposal Checklist' on Page 3 of Application Form
3. Submit proposal as **one** PDF containing completed Application Form + all proposal content

Additional guidance:

- Title the PDF file using the following template, using the last name of the nominated Principal Investigator: “GHP-MI4-Steinberg-Lastname1.pdf”
- If any proposal section exceeds the maximum page limit as per the instructions in the Application Form, the proposal will not be reviewed.

5. Eligible Costs

- See eligible cost guidelines included in “Budget and Project Timeline” section of Application Form (Page 3).
- All budgeted items must be in compliance and compatible with the policies and guidelines of the nominated PI’s institution, as well as the Tri-Agency Financial Administration Guide (TAFAG) (<https://www.mcgill.ca/research/ran-welcome/tri-agency-administration>).
- Please note that final decisions regarding budget eligibility will be made by GHP leadership.
- There is no acceptable overhead component to the GHP-MI4 Steinberg SFG. All the awarded funds are to be directed towards eligible costs.

6. Review

6.1. Assessment Criteria

SFG submissions will be evaluated according the following equal-weighted assessment criteria:

- Originality and innovation of the proposed research
- Well-defined research outputs and metrics
- Interdisciplinary nature of the research
- Feasibility of the proposed research
- Expertise of the co-PIs and entire Project Team
- The plan to apply for external funding using the data and experience gained

6.2. Review Process

Submissions will be reviewed as follows:

Step 1 Administrative review: GHP will conduct a due diligence review of submissions to validate the required elements in the submission package. Submissions that do not comply will be eliminated from further review and applicants will be notified of missing elements or deficiencies. There is no appeal following this review.

Step 2 Scientific Review Committee: A Scientific Review Committee equally represented by GHP and MI4 will evaluate and rank the submissions according to the Assessment Criteria (Section 7.1) and will make a decision regarding the awarded application.

Conflict of Interest (COI): GHP and MI4 will adopt a COI policy to ensure that anyone participating in the review process does not have a COI. Any person declaring a COI, or a potential COI, will be required to recuse themselves from the review process. COIs will be defined using the CIHR definition that can be found at: <http://www.cihr-irsc.gc.ca/e/46378.html>.

7. Approval and Grant Agreement

GHP will contact applicant co-PIs with the funding decision comprising one of the following formats:

- Approved “as is”.
- Approved with recommendations to be incorporated into the project activities.
- Not approved

A Grant Agreement and Fund Release Agreement Form will be sent to the nominated Principal Investigator outlining the terms and conditions of the award. All Co-Principal Investigators will be asked to sign and return the award agreement as a proof that they accept the award and its terms. Documentation of submission of ethics approval will be required for the release of funds.

8. Reporting Requirements

The nominated Principal Investigator will be required to submit a final narrative and financial report within 30 days of the end of the project implementation period, using a template to be provided by GHP.