

# CRP – ICGEB Research Grant 2011

## General Information & Conditions for Application

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### Purpose & Subject Areas

The Collaborative Research Programme (CRP) – ICGEB Research Grants is a unique source of funding aimed at financing those projects addressing original scientific questions that show a potential contribution of particular relevance for the applicant's country.

The programme was established in 1988 with the specific aim to:

- ▷ stimulate collaborative research in Member States;
- ▷ promote training of young scientists;
- ▷ facilitate the creation of appropriate research facilities in promising Institutes.

The programme provides support for research projects in many fields of basic sciences, human healthcare, industrial and agricultural biotechnology and environmental bioremediation.

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### Eligibility

Applicants for research grant proposals (identified as "CRPs") should hold positions at Universities or Research Institutes in any of the Member States listed in the Annex A.

The maximum number of project proposals that may be submitted by each country is **three (3)** and Liaison Officers are requested to submit to ICGEB, on or before the closing date, a final list summarising their endorsed proposals.

Project proposals must be submitted by the Principal Investigator (PI) in English, **in original** with one double-sided copy, duly endorsed by the ICGEB Liaison Officer (see Form A for name and full postal coordinates). Forms submitted without the necessary signatures and endorsement **will not** be considered.

Active collaboration with ICGEB Research Groups is welcome but it is not mandatory to apply for funding.

Investigating groups do not qualify for submission of applications:

- ▷ if previously awarded projects have not been evaluated and satisfactorily concluded;
- ▷ if the University or Research Institute of the PI is based in Italy or India.

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## Nature

Grants are awarded to promising scientific research projects aiming to achieve a clear result within the maximum period of three years (36 months), at an annual contribution level that cannot exceed Euro 25,000.

Funds may be used to cover expenditures that are directly relevant to the project funded. This may include purchasing consumable items, scientific literature and basic standard laboratory equipment.

Travel and training costs can also be covered within the objective of promoting developing knowledge. Salaries of the PIs and infrastructural support (e.g., normal administrative and overhead expenses of the Institution, maintenance and rental of capital equipment, building, etc.) are not admissible and cannot be funded.

An estimate of the foreseen expenditure is to be accounted for as detailed at page 8 of the enclosed form.

## Evaluation & Award Notices

All proposals will be evaluated by international referees and subsequently by an *ad hoc* Committee of members designated by ICGEB, who will be responsible for selecting the proposals to be funded for 2011.

All applicants will be notified by e-mail of the Committee decision, on time for the funded projects to start in January 2012.

## Agreement

In case of award, a written operational agreement is made between ICGEB and the Principal Investigator's Institute, in which the Institute undertakes to administer the grant according to the agreement and to provide the necessary support to the PI during the entire lifespan of the project.

Equipment, material and literature purchased for the project through the ICGEB CRP-Research Grants funding programme should remain the property of the Institute after the project is completed. The ICGEB funding contribution should be acknowledged as applicable.

The grant is paid in three yearly instalments to the bank account of the Institute and the first payment is transferred upon signature of the agreement by both parties.

Release of 2<sup>nd</sup> and 3<sup>rd</sup> year funds are subject to the satisfactory approval of annual reports submitted in a timely manner, according to the deadline and format specified in the agreement.

Please note that no part of the grant can be transferred to any other Institution of organisation under any form of sub-contracting or out-sourcing arrangement.

## Deadlines

**31 March 2011:** Suggested deadline for submission to the ICGEB Liaison Officers for endorsement.

**30 April 2011:** Endorsed applications to be submitted to ICGEB – Office of the Director-General, attn. Ms. Barbara Argenti, Padriciano 99, I-34149 Trieste, Italy.

**Advance copies sent via fax/e-mail WITHOUT the necessary endorsement WILL NOT be considered**

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## Budget Guidelines

The ICGEB funds will cover the part of research to be carried out in the laboratory of the Principal Investigator only and may be used for the following four budget categories:

### EQUIPMENT

This budget category **must not exceed 30%** of the total grant requested/awarded.

It is to be spent preferably during the first year of the project for the purchase of basic standard laboratory equipment and/or components that are necessary to the implementation of the research activities which will be carried out with the ICGEB grant. Each piece of equipment purchased with the ICGEB grant will be the property of the Institution beneficiary of the grant and must remain with the latter.

The following items are **NOT FUNDED** by ICGEB:

- ⌋ Purchase of major equipment (i.e., equipment costing more than Euro 10,000), office furniture or fittings, computer hardware or software;
- ⌋ Small pieces of equipment of the value of Euro 500 or less (e.g., micropipettes) are to be considered as consumables and charged to this budget line accordingly

### CONSUMABLES & TRAINING

This budget category is intended to cover:

- ⌋ purchase of consumable items (e.g., laboratory materials, office supplies such as stationary material, etc.);
- ⌋ short-term training visits of scientists directly involved in the project for hands-on training related to the project;
- ⌋ stipends for long-term trainees from other ICGEB Member Countries (i.e., not nationals of the country to which the ICGEB grant has been awarded) operating in the project.

### TRAVEL

This budget category **must not exceed 10%** of the total grant requested/awarded.

It is intended to cover the participation of scientists directly involved in the project in major conferences/meetings related to the project objectives.

### LITERATURE

This budget category **must not exceed 5%** of the total grant requested/awarded.

Funds may be used to cover:

- ⌋ purchasing costs of scientific literature and reference material (e.g., books, subscription to journals and periodicals);
- ⌋ publication costs of scientific manuscripts pertinent to the project in peer-reviewed journals (e.g., page charges and publication fees).

### COSTS NOT FUNDED BY ICGEB:

- ⌋ cost of maintenance, repair, running or insurance of existing equipment and machinery belonging to the Institution;
  - ⌋ cost of construction of new buildings or alterations and modifications of existing buildings and premises;
  - ⌋ normal administrative and overhead expenses of the Institution;
  - ⌋ secretarial expenses;
  - ⌋ salary support of Principal Investigator;
  - ⌋ any other expenses not covered in the four budget categories mentioned above.
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Proposal Number: (assigned by ICGEB)	Date of receipt:
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**FORM A**



**CRP - ICGEB  
Research Grant**

Padriciano 99  
I-34149 Trieste  
Italy

Tel: +39-040-3757382  
Fax: +39-040-3757361  
E-mail: bargenti@icgeb.org  
Web: www.icgeb.org

**2011 Application Form**

**Project title** .....

**Principal Investigator\*** .....

Name & Address of Institute: .....

Telephone: .....

Fax: .....

E-mail: .....

**Signature** ..... **Date of Submission** .....

\*Name of the scientist being responsible for the coordination of research and for the submission of the application on Forms A and B. The Principal Investigator must be an employee of the Institution receiving the grant.

**Endorsed by ICGEB Liaison Officer of ..... (Country)**

**Full Name** .....

**Signature** ..... **Date of Submission** .....

**FORM A.1**

**Confirmation by the Institute**

We hereby confirm that \_\_\_\_\_  
 (Principal Investigator's full name)

is working in this Institute as \_\_\_\_\_  
 (position)

since \_\_\_\_\_  
 (dd/mm/yy)

The Principal Investigator is authorised to request the funds, which will be necessary to carry out the proposed research. Should this application be selected for funding, the administrative official authorised to sign the contract on behalf of the PI's Institute will be:

**Legal Representative\*** \_\_\_\_\_  
 (Full name)

*Name & Address of Institute:* \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

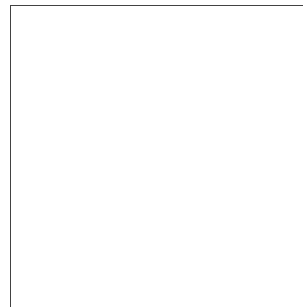
*Telephone:* \_\_\_\_\_

*Fax:* \_\_\_\_\_

*E-mail:* \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date of Submission** \_\_\_\_\_

**Official stamp of the Institution**



\* An official of the Institution fully empowered to enter into contracting arrangements on behalf of the Institution

**FORM B**

**100 Curriculum Vitae of Principal Investigator**  
(attach additional pages if necessary)

◆ Part I

Surname \_\_\_\_\_  
 First Name \_\_\_\_\_  
 Birth date (dd/mm/yy) \_\_\_\_\_  
 Nationality \_\_\_\_\_  
 Position title \_\_\_\_\_  
 Name of Institute \_\_\_\_\_  
 Full address of Institute \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Have you previously received a grant (CRP) from the ICGEB?  YES  NO

If yes, please indicate the Ref. No.: CRP/\_\_\_\_\_

Have you previously received an ICGEB Fellowship?  YES  NO

If yes, please indicate whether it was a  short-term fellowship  
 pre-doctoral fellowship  
 post-doctoral fellowship

◆ Part II - Education (begin with initial professional education)

Institute & location	Degree	Year	Field of study
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

◆ Part III – Current & previous employment

◆ Part IV - Current & previous grants awarded

◆ Part V - Publications

(Attach publication list including peer reviewed research papers, books and patents pertinent to this application for the last 5 years only)

**200 Project**

201 Title  
(To be specific within the area of research - maximum 60 characters)

202 Abstract  
(Provide a summary of your research proposal)

Please do not exceed this space



**300 Introduction**

Provide a critical evaluation on the status of research in the proposed field  
(Maximum 1 page)

[Empty box for writing the introduction]

**400 Research Project**

- 401 Define specific research activities to be pursued during the project period and provide a comprehensive description of the techniques to be used and the advantages of the suggested methodological approach. Please include any selected relevant references.  
(Maximum 5 pages, including references)

402 Time schedule  
(Specify work elements within the time frame of the project)

403 Potential for training of young scientists  
(Specify if training of young scientists and any travels are foreseen. Please indicate the receiving laboratory and purpose of the visit)

404 Facilities available in the Investigating Team's laboratory  
(Provide a detailed list of the infrastructure and equipment available and necessary for the proposed research)

**500 Financial Contribution requested to ICGEB (all figures to be indicated in Euro)**

Please read carefully the Budget Guidelines and provide annual phasing, in Euro, of the requested funds together with a brief description of the foreseen expenditures.

	1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year	Total per budget category
Equipment <sup>1</sup>				
Consumables & Training <sup>2</sup>				
Travel <sup>3</sup>				
Literature <sup>4</sup>				
<hr/>				
Sub total				

**TOTAL CONTRIBUTION REQUESTED TO ICGEB**

(The maximum annual contribution requested cannot exceed Euro 25,000)

Euro \_\_\_\_\_

**<sup>1</sup>Equipment**

This budget category **must not exceed 30%** of the total grant requested/awarded – **please refer to the Budget Guidelines**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

**<sup>2</sup>Consumables & Training – please refer to the Budget Guidelines**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**<sup>3</sup>Travel**

This budget category **must not exceed 10%** of the total grant requested/awarded – **please refer to the Budget Guidelines**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

**<sup>4</sup>Literature**

This budget category **must not exceed 5%** of the total grant requested/awarded – **please refer to the Budget Guidelines**

\_\_\_\_\_

\_\_\_\_\_

**600 Proposed Referees**

(Provide the name and full coordinates of a maximum of 3 referees who would be willing to review your proposal. Please note that the ICGEB will have the sole responsibility in deciding whether or not a proposal will be submitted for evaluation to the referee(s) listed below)

Referee No. 1

Surname .....  
First Name .....  
Institute address .....  
.....  
.....  
.....  
.....  
.....  
.....  
Tel: .....  
Fax: .....  
E-mail: .....

Referee No. 2

Surname .....  
First Name .....  
Institute address .....  
.....  
.....  
.....  
.....  
.....  
.....  
Tel: .....  
Fax: .....  
E-mail: .....

Referee No. 3

Surname .....  
First Name .....  
Institute address .....  
.....  
.....  
.....  
.....  
.....  
.....  
Tel: .....  
Fax: .....  
E-mail: .....

**ANNEX A - ICGEB Member States with an Affiliated Centre  
eligible to apply for funding under the CRP – ICGEB Research Grant Programme**

*For name of Liaison Officers and full contact details see:  
<http://www.icgeb.org/member-states.html>*

ALGERIA  
ARGENTINA  
BANGLADESH  
BOSNIA AND HERZEGOVINA  
BRAZIL  
BULGARIA  
CHILE  
CHINA  
COLOMBIA  
COSTA RICA  
CROATIA  
CUBA  
ECUADOR  
EGYPT  
FYR MACEDONIA  
HUNGARY  
IRAN (ISLAMIC REPUBLIC OF)  
KUWAIT  
MEXICO  
MOROCCO  
NIGERIA  
PAKISTAN  
PERU  
POLAND  
RUSSIAN FEDERATION  
SENEGAL  
SERBIA  
SLOVAKIA  
SLOVENIA  
SOUTH AFRICA  
SRI LANKA  
SUDAN  
SYRIAN ARAB REPUBLIC  
TUNISIA  
TURKEY  
UNITED ARAB EMIRATES  
UNITED REPUBLIC OF TANZANIA  
URUGUAY  
VENEZUELA (BOLIVARIAN REPUBLIC OF)  
VIET NAM

## CRP - ICGEB Research Grant Application Form 2011

### Check List for Principal Investigator

Have you completed all the sections of this application form in English?

Have you signed Form A and obtained the endorsement of the ICGEB Liaison Officer of your country (refer to Annex A for name and full postal coordinates)?

Has the Legal Representative of your Institute signed Form A1?

Have you completed section 500 (e.g., Financial contribution requested to ICGEB) according to the Budget Guidelines enclosed to the application?

Is the budget expressed in Euro?

Please submit one original with one double-sided copy - DO NOT BOUND THE APPLICATION

#### **For ICGEB Liaison Officers**

**Please note that incomplete applications will not be processed**