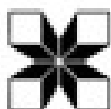


SIRCA Research Grant Proposal Guidelines

 **THE SINGAPORE INTERNET RESEARCH CENTRE**



WEE KIM WEE SCHOOL
OF COMMUNICATION
& INFORMATION

IDRC  **CRDI**

International Development
Research Centre

Centre de recherches pour le
développement international



Cover Page (In a separate document)

Project Title (Limit to 300 characters)

Applicant	Role	Position	Institution	Email	Phone	Mailing address
Name 1	PI					
Name 2	Co-PI					

Personnel

Please state in less than 150 words who you are, and what makes you the best person to work on this project.

Please include bios of the PI and Co-Investigator(s), limited to 250 words each. Please indicate academic qualifications, current position, research interests, key publications, and grants currently held.

Principal Investigator's Background

Provide an account of the PI's preliminary studies or publications (if any) pertinent to this particular research project and/or any other information that will help to establish the experience and competence of the investigator pursuing the proposed project.



Main Proposal

(No more than 8 pages, excluding budget, references, and signatures)

Synopsis (1 Page)

Provide a short description in no more than 300 words, concisely describe the specific aims, hypotheses, methodology and approach of the research proposal including its importance to ICTD research. Also briefly state the proposed duration and key milestones within the timeline, and the total amount of funding requested. The synopsis must be self-contained so that it can serve as a succinct and accurate description of the research proposal.

Key Words

Please provide a maximum of 6 key words describing your project.

Project Details

Problem and Justification (2-3 pages)

Research Question(s):

General Objective: provide a short statement of the development goal being pursued by the research.

Specific Objectives: These should be specific, measurable, achievable, realistic and timely. Applicants may indicate specific types of knowledge to be produced, certain audiences to be reached, and certain forms of capacity to be reinforced. These are the objectives against which the success of the project will be judged. It is important to distinguish the specific objectives from the means of achieving them, such as pursuing field work, organizing a network or a workshop, or publishing a book.

Background, Significance, Literature Review: Briefly sketch the background of the proposed research, critically evaluate and cite existing scientific knowledge and specifically identify the gaps which the project intended to fill. State concisely the relevance of the research project, particularly with regards to solving a particular problem. Relevant references should be appended.



Methodology (2-3 Pages)

The proposal should provide enough detail to enable an independent scientific assessment of its purpose, significance and feasibility. Assuming that the research question(s) and research hypotheses to be addressed by the project have been clearly identified in the "Problem and justification" section, the purpose of the methodology section is to show how these questions will be answered in the most rigorous way possible to yield valid and useful findings. The methodology should reflect a multi-disciplinary approach to solving the research problem.

Provide details of the **conceptual and theoretical framework** which guides the research and informs the choice of research methods. This includes a clear indication of the overarching study design, as well as the specific theories or frameworks that will be drawn upon. Proposals should indicate what approaches and methods will be used to collect primary and secondary data and information. Provide details on available sources of secondary data or the methods to be used to collect primary data, such as questionnaires and group discussions.

Outline the procedures for the development, pretesting, and administration of any research instruments. If survey work is involved, give detailed information on the study area. If the research is related to human populations, information on the study population should also be provided. Include a description of the procedures for selecting the population sample and the sample size. For primary data collection exercises, this section must reflect ethical considerations to protect confidentiality and an appropriate gender balance among surveyors or those surveyed. Indicate whether the ultimate users of the research results were involved in the design of the project and what role they will play in executing the project, analyzing the results or in implementing the results.

Finally, describe what types of data analysis or modeling exercises will be carried out. Describe the procedures for processing and analyzing the data, including the project's needs for computer facilities.

Discuss the potential difficulties and limitations of the proposed procedures and alternative approaches to achieve the aims.

Ethics: State any ethical considerations arising from this research, particularly with regards to potential impact on beneficiaries' or research respondents.



Results and Dissemination (1 page)

Outcomes: Describe the research results in terms of how they may influence some of the following:

- their use in other settings;
- their contribution to existing technical and scientific knowledge;
- policy formulation and implementation;
- development processes at the local, national, and regional levels; and
- the needs of specific target populations.

Outputs: Define the major outputs expected from the project, while outlining plans for disseminating or implementing the findings of the proposed research. Examples of outputs include workshops and conferences, reports and publications, new methodologies or technologies, improved research skills, and institutional reinforcement. Show how research results will be communicated to the scientific community, users and decision-makers.

Budget and timeline

The budget and timeline for the project should correspond with the description of the research methodology.

Schedule: State the period for which support is required. Indicate how long will the project take, and when the work is expected to begin. Provide a list of key milestones expected to be tracked, and the feasibility to achieve them.

Budget: State how much is needed, and what it is needed for. Provide a breakdown for all categories with detailed justifications. Tally and provide both a subtotal amount for each category and the total amount budgeted. Possible categories include: Research field expenses, respondent related costs (compensation for interviews, etc.), required human resources, equipment, travel, consumables, operating expenses, overheads, etc.

If possible, submit as a separate MS Excel document. Please refer to the budget submission guidelines for budget preparation.

Please state if funding for the proposed project is to supplement funding available from other public or private sources. If the proposal seeks to supplement an existing research program, please specify the specific categories of funding sought, and those already funded.

References

Please list in chronological order the titles and complete references to recent representative publications relevant to this research proposal.



Strengthening ICTD Research Capacity in Asia

Format

Use Times New Roman font size 12 for all text, and single text spacing Softcopy to be submitted as 1 file including all the pictures, tables, charts and various attachments either in MS Word doc or PDF format. Please include the budget as a separate MS Excel document.



Signatories

In signing the Grant Application, the Principal Investigator and all Co-Principal Investigator(s) & Collaborator(s) undertake, on any Grant Award, to:

- Declare that all information is accurate and true.
- Not send similar versions or part(s) of this proposal to other agencies for funding.
- Be actively engaged in the execution of the research and comply with all laws, rules and regulations pertaining to animal and human ethics, including the Singapore Good Clinical Practice guidelines.
- Ensure that Singapore Internet Research Center (SiRC) funding is acknowledged in all publications.
- Ensure that all publications arising from research wholly or partly funded by SIRCA will be forwarded to SiRC for approval, prior to submission for publication.
- Ensure that the requested equipment/resources are not funded by another agency or research proposal.
- Ensure that there is a reasonable effort in accessing available equipment/resources within the host institution.

Signatures

_____	_____	_____	_____
Principal Investigator	Co-investigator	Co-investigator	Co-investigator
Name:	Name:	Name:	Name:
Date:	Date:	Date:	Date: