**OSRA GRANT CYCLE 6**

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| **Applicants information**  |
| **LPI**[[1]](#footnote-1) **Name** |  |
| **LPI Title and position** |  |
| **Submitting/International Institution**  |  |
| **Residency**  |  |
| **LPI email address** |  |
| **LPI contact number (optional)**  |  |

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| --- |
| **Research Proposal Information** |
| **OSRA ID No.[[2]](#footnote-2)** |  |
| **Project Title**  |  |
| **Type of Application**  | [ ]  New[ ]  Resubmission  |
| **Type of Research** | [ ]  Basic Research [ ]  Applied Research  |
| **Please choose one or more for your research priority area** | [ ]  Family Programs and Behavioral Issues[ ]  Family Cohesion[ ]  Marriage and Divorce[ ]  Family Wellbeing and Protection[ ]  Parenting and Child Well-being[ ]  Family and Population Dynamics |
| **If you chose more than one area, please specify the primary one**  |  |
| **List of the PIs[[3]](#footnote-3)** |

|  |  |  |
| --- | --- | --- |
| **PI Name** | **PI Institution** | **PI residency** |
| Enter PI name | Enter PI institution | Enter PI residency |
|  |  |  |

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| **Research Team Members**  | *Please specify if you have any other team members than the PIs. Please read the definitions and roles of research members in this link for more information.*  |
| **Total budget Requested**  |       USD |
| **Project Duration**  | 18 Months |

**Research Plan Content**

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| 1. **Abstract**
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| 1. **Proposal Description and Methodology**
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| 1. **Resubmission or Renewal justification (if applicable)**
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| 1. **Objectives**
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| 1. **Impact of the research in the scientific field**
 |
| 1. **Research team description and roles**
 |
| 1. **Project Plan**
 |
| 1. **Expected Deliverables and Timeline**
 |
| 1. **Resources**
 |
| 1. **Human Subjects**
 |
| 1. **References**
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* **Kindly note the following before submitting this document in the system:**
	+ All the instructions in grey have to be removed by the applicant before submission.
	+ The document style should be as following:
		- Should not exceed **25 pages** **IN TOTAL excluding cover page, table of contents and references**.
		- Body of text in regular black Arial font size 11.
		- Single space and the margins as identified in the template (no less than 0.5 inches), APA style.
	+ Make sure that the information in the cover page above is matching the information entered on DIFI-Grant Portal.

*All sections are mandatory (if applicable) as they are aligned with the evaluation criteria. It is recommended to the applicants to follow the sub-sections as indicated in this template. However, applicants are free to adapt the content and the structure of the sub-sections according to their needs.*

*\*\*\*please delete the above guidelines when submitting the proposal.*

1. Abstract

From 150 to 250 words. A brief summary about the project topic and its contribution to current literature on the same topic.

1. Proposal Description

A complete discerption of the project, same as the one uploaded online in the system – up to 6,000 characters. With inserting the research main questions. Also, describing the methodology that will be employed in the research.

1. Resubmission justification (if applicable)

Resubmission:

* If this proposal is a resubmission, please include here the questions & responses to previous peer reviewers’ comments and identify the substantive changes incorporated in the research plan.
* In addition, LPIs resubmitting proposals must point out in the body of this research plan (e.g., in bold type, line in the margin, underlining, italic, etc.) all revisions and modifications made in response to the PRs’ (Peer Reviewers) comments.
1. Objectives

For information only: 3 to 5 pages

* 1. Scientific or Technical Objectives
* Describe and explain the overall concept underpinning the project.
* Describe the main ideas and the problem(s) to be solved, models and assumptions involved in achieving the idea, and any research results that would be produced in the form of a new process, technique, database, etc. Identify any trans-disciplinary considerations.
* Describe the proposed outcomes and outputs of your research, and indicate which ones you plan to create within the scope of the project. The outputs should be unique and valuable.
	1. Social, Health and Economic Contexts

Describe the economic, social, health, regulatory context, etc. of the project by presenting an analysis of the related applicable social, health, and economic aspects. Show how relevant it is for Qatar’ and/or the Arab world.

* 1. Advances on State-Of-The Art
* Describe the advance your proposal would provide in knowledge and understanding in your field beyond the existing knowledge.
* Explain to what extent your proposal explores creative, original, novel, or potentially transformative concepts.
* If available, please provide any comparative or quantitative data to support the advantages of your proposed approach over others.
	1. Related Literature or Studies

Provide any details on related research projects (ongoing or previous) (if any). Indicate any outputs (publications, data sets etc.) obtained from those projects.

1. Impact of The Research in The Scientific Field
* For information only: 1 to 2 pages.
* Use quantitative indicators and targets, whenever possible.
	1. Social, Health and Economic Impact

**Describe how your project will contribute to:**

* Improve innovation capacity and the integration of new knowledge in Qatar and/or the Arab world.
* The impact on any other health, economic and socially important aspects.
* Improve research and education capacities in Qatar and/or the Arab world.
* Describe future plans and potential research developments after the project’s completion.
	1. Alignment with Call Specific Research Priority Areas

Provide a strong rationale justifying the alignment of your proposal with this call’s specific research priority areas in section 5 of the CFP. Describe the extent to which the project satisfies the OSRA Grant objectives.

* 1. Communication and Exploitation of Results
* Provide a plan for the communication and exploitation of the project’s results as well as the promotion of the project and its findings.
* Actions should be described with clear and measurable objectives.
* Please provide the list of stakeholders (public organization(s), companies, end-users, etc.) that would utilize the outputs of your research. Indicate and provide the names, if you have engaged with any stakeholders.
	1. Future Plans

Describe how the collected research outcomes will be utilized in future studies to advance knowledge, research and contribute to the development of research in Qatar and/or the Arab world.

1. Research Team Description and Roles
	1. Qualification of the LPI
* Half page maximum.
* Provide justification of the LPI’s capability to coordinate the project and the Research Team.
	1. Description, Suitability and Complementarity of The Research Team Members
* Show how team members complement each other’s expertise and describe the added value of the collaborations, with a special emphasis on the contribution by the LPI and his/her team. Interdisciplinarity and the inclusion of specific Qatar-based and/or external research teams must be justified in accordance with the project objectives.
* Outline how international collaborations (if applicable to your project) will enhance the research capacity and scientific excellence in Qatar and/or the Arab world.
* Briefly describe each PI, the research team and their institutional affiliation.
* Provide an assessment of their qualifications to participate in the project and their specific roles in the project. Qualifications can include past achievements, research outcome indicators (publications), and the specific expertise the research team member adds to the project and etc. Please visit <https://www.difi.org.qa/> for definitions of roles.
	1. Involvement of End-Users in The Project

If applicable, describe which end-users (public organizations, companies, non-profit institutions, etc.) have an interest in and/or are supporting the project and how they may benefit from the project’s outcomes.

1. Project Plan

For information only: 6 to 12 pages for this section, depending on the number of milestones.

* 1. Scientific Plan
* Present the scientific plan (work plan) and justify the breakdown into milestones and their tasks consistent with the objectives.
* The milestones represent the main phases of the project.
* If relevant, provide a diagram showing the organization of the milestones among themselves (technical flow chart).
* Describe how the scientific disciplines or techniques are interlinked and how they complement each other.
* It is recommended to have one milestone for project management and one for communication and exploitation of the results.
	1. Project Management

Indicate the organizational aspects of the project and the methods of coordination (it is recommended to create a coordination milestone if possible).

1. Expected Deliverables and Timeline
* Provide a list (Table 1) summarizing all the project deliverables (task number, title, person & institution responsible, type of deliverable and date).
* Evaluators should be able to judge the effort in each milestone.
* If awarded, the list of deliverables will be used to monitor the project progress.
* Describe the main scientific and/or technical results to be achieved.

Table 1: List of deliverables

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| --- | --- | --- | --- | --- |
| **Deliverable number** | **Deliverable title and related task number** | **Name of the responsible Person & Institution** | **Type of deliverable** | **Delivery date** |
|  |  |  | *Document, report, plan designs, prototype, software, publications, etc.* |  |
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|  |  |  |  |  |

Indicate in the table below the timeline for each milestone (MS) and task as per what you entered in the previous sections. Highlight cells of the months of each milestone mentioned above.

*Table 2: Estimated timeline of the project (18 months)*

|  |  |
| --- | --- |
| Milestones & Tasks | Year 1 |
| **11** | **22** | **33** | **44** | **45** | **66** | **77** | **88** | **99** | **1** | **1** |  |
| MS1 |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| Task 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| MS2 |  |  |  |  |  |  |  |  |  |  |  |  |
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1. Resources

Indicate all resources currently available at the performance site(s), as well as resources that are planned to be obtained in order to carry out the proposed research project, for the following types of resources:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Institution Name** | **Laboratory Space** | **Personnel** | **Facilities** | **Office and Computer Facilities** | **Major Equipment** |
|  |  |  |  |  |  |
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1. Human Subjects
* A Protection of Human Subjects section of the Research Plan is required for all applications proposing human subjects’ research. To assist in preparing the section on Protection of Human Subjects, possible scenarios on human subject involvement in research are provided in the “Research Ethics and Regulatory Requirements “document at <https://www.difi.org.qa/grants/osra-research-grant/>. All research projects will fall into one of these scenarios.
* For all scenarios, applicants must provide sufficient information to allow the reviewers to determine if the designation of human subject’s involvement is appropriate. The proposed research must meet all the requirements of applicable Ministry of Public Health (MoPH) policies listed at <https://research.moph.gov.qa/en/Pages/IRB.aspx> for the protection of human subjects from research risks, and data and safety monitoring (when applicable).
* For assurance of international submitting institutions, institutions must follow the appropriate regulations of the jurisdiction where the research will be conducted and must obtain prospective review and approval for research involving human subjects in accordance with the requirements of the jurisdiction in which the research will be conducted.
* The IRB document should be uploaded in DIFI-Grant Portal.
1. References

Include the list of bibliographic references used in the research plan. APA style.

1. **Lead Principal Investigator:** The Principal Investigator who is identified in the research proposal as the leader and manager of the research team and who has the ultimate responsibility for all administrative and programmatic aspects of the proposed project. [↑](#footnote-ref-1)
2. You will find the number of your OSRA ID in the header information in DIFI-Grant Portal, as your “Proposal Number”. [↑](#footnote-ref-2)
3. **Principal Investigator:** An eligible PI must hold at least a university post-graduate degree and should have a suitable research experience relevant to the area of the proposal and the tasks assigned to them. If the PI is from the same institutions as the LPI, please submit a supporting letter from your institution in DIFI-Grant Portal. If the PI is from another institution than the LPI, please submit a supporting letter for collaborative institution. For more information, please visit: <https://www.difi.org.qa/> [↑](#footnote-ref-3)