

**National Arthritis Foundation (NAF)
Research Grant**

1. OVERVIEW

National Arthritis Foundation (NAF) is committed to supporting advancements in arthritis research, improving treatment options, and enhancing the understanding of arthritis and related autoimmune conditions. This document provides comprehensive guidance for submitting research grant applications, outlining eligibility criteria, focus areas, application template, and assessment rubric.

2. RESEARCH FOCUS

Suggested focus areas for such research include, but are not limited to, the following:

- Novel therapeutic approaches for the treatment and management of arthritis and related autoimmune rheumatic conditions.
- Epidemiological studies on arthritis and related autoimmune rheumatic diseases in Singapore.
- Innovative diagnostic tools or methodologies for early detection of arthritis.
- Impact of lifestyle, diet, and exercise on the progression of arthritis.
- Rehabilitation and physiotherapy innovations.
- Mental wellness and psychosocial interventions.
- Patient-centric research focusing on quality-of-life improvements.

3. ANNUAL FUNDING QUANTUM

- Seed Grants: For preliminary research projects or feasibility studies, up to \$5,000.
- Project Grants: For substantial projects with clear objectives and outcomes, up to \$20,000 per annum (for a maximum of 2 years)

4. EXPECTED DELIVERABLES**a) Progress Reports:**

Regular updates on the status of the research (submitted quarterly or semi-annually) including milestones achieved and any challenges encountered.

b) Final Report:

A comprehensive report detailing the research outcomes, including findings, conclusions, and implications for arthritis treatment, management, or diagnosis. This should be submitted at the end of the grant period.

c) Publications:

Peer-reviewed publications in reputable scientific journals are expected to contribute to the global body of knowledge on arthritis and related conditions.

d) Patient Education Materials:

Development of educational materials based on research findings that can be disseminated to patients and the public, in line with NAF's objective of educating patients and the public on arthritis.

e) Presentations:

Researchers are expected to present their findings at relevant conferences and NAF-organised forums to foster knowledge sharing and professional development.

f) Data Sharing:

Per ethical guidelines and privacy laws, researchers should be prepared to share their data with the broader research community to promote further research and collaboration.

g) Policy Recommendations:

If applicable, the research should aim to provide recommendations for policy changes or new initiatives that could improve the lives of individuals with arthritis.

h) Innovation Development:

For projects focused on treatment and management, the development of prototypes or proof-of-concept models for new therapies or interventions is encouraged.

i) Community Engagement:

Researchers should engage with the arthritis community, including patients, healthcare providers, and other stakeholders, to ensure the research remains patient-centred and relevant.

5. ASSESSMENT CRITERIA

Criteria	Excellent (5)	Good (4)	Satisfactory (3)	Poor (2)	Unacceptable (1)
Significance	Addresses a critical gap, with high potential impact	Important problem, with clear impact	Relevant, with some impact	Limited significance	Not significant for arthritis research
Innovation	Highly innovative, with potential to shift current research or clinical paradigms	Novel approach, with some innovative aspects	Some new methodologies or applications	Little innovation	No innovation
Approach	Well-reasoned and feasible approach, with clear, testable hypotheses	Sound methodology, with minor weaknesses	Adequate approach, with some limitations	Flawed methodology	Approach not feasible
Investigator	Exceptional qualifications and experience, well-suited to the project	Strong team, with relevant experience	Adequate qualifications	Limited experience relevant to the project	Qualifications and experience not suitable
Environment	Strong support from the institution, with excellent resources	Good institutional support and resources	Adequate resources and support	Limited resources or support	Inadequate environment for the project

Research Grant Application

Section 1: PARTICULARS OF APPLICANT

Name of Applicant:	
Current Designation (full-time appointment only):	
Department / Division & Faculty / School, University / Organisation:	
Nationality:	
NRIC/Identification No.:	
Email Address:	
Mobile Number:	

Section 2: PARTICULARS OF TEAM MEMBERS

(insert rows for this section if more than one Team Member)

Name of Team Member #1:	
Current Designation (full-time appointment only):	
Department / Division & Faculty / School, University / Organisation:	
Nationality:	
NRIC/Identification No.:	
Email Address:	
Mobile Number:	

Section 3: PARTICULARS OF ACADEMIC/INDUSTRY COLLABORATOR(S):

(if any, insert rows for this section if more than one collaborator)

Name of Organisation (must provide a letter of commitment from industry partners):	
Contact Name:	
Title & Department:	
Email Address:	
Mobile Number:	
Organisation's Address¹:	
UEN³:	

Section 4: RESEARCH

(Please use separate sheet(s) if the space is insufficient)

Topics of Research *(Please mark "x" in the checkbox to select the topic)*

- ☐ Arthritic/ Autoimmune conditions ☐ Rehabilitation
☐ Medication ☐ Others (please specify): _____

PROJECT TITLE:**KEY OBJECTIVES AND DESCRIPTION OF PROPOSED PROJECT**

- List key objectives of the proposal
- Briefly describe:
 - The novelty of the research (i.e. how the approach differentiates and sets it apart from others in the same field)
 - The needle-moving research challenge that the proposal will solve.

BACKGROUND AND RATIONALE:

- Describe how this project will contribute and add value to <Topics of Research> and elaborate the benefit/impact of the project to arthritis, MSK, or patients' quality of life in relation to joint health and mobility.
- Competitors/people working in similar areas that the applicant is aware of.

METHODOLOGY AND STUDY DESIGN:

The description should include the following:

- Details of techniques and data used and how they will achieve the stated objectives.
- Challenges, risks and proposed mitigation plans.
- Data analysis

IMPLEMENTATION PLAN:

Briefly describe team member(s)' contribution to the programme and the plans for interaction among the team member(s) in achieving the research objectives.

EXPECTED OUTCOMES AND IMPACT:

Describe the potential application and impact this project would have in its field.

Section 5: SCHEDULE

Estimated Start Date: dd-mmm-yy Eg. 01-Dec-23

Estimated Completion Date: dd-mmm-yy

*Please create a timeline and shade the boxes for each milestone accordingly
(add/remove rows where necessary).*

(5.1) Research Milestones / Deliverables	Year 1	Year 2	Year 3
Milestone 1: <description>			
Milestone 2: <description>			
Milestone 3: <description>			
Milestone 4: <description>			
Milestone 5: <description>			
Milestone 6: <description>			

Section 6: PROJECT BUDGET

SUMMARY OF PROJECT BUDGET	
Item	S\$
Expenditure on Manpower (EOM):	
Other Operating Expenses (OOE):	
Equipment/Software (EQPT):	
Travel (for fieldwork, etc):	
Miscellaneous:	
Total Direct Costs	
Indirect Research Costs (IRC)	
Total Grant Requested	

BREAKDOWN OF PROJECT BUDGET			
<i>Please include GST, where applicable</i>			
(6.1) EOM			
<i>Projections should include salary and costs of all other remunerative benefits (e.g. employer cpf, etc)</i>			
Designation	Qty	Cost	Total Cost
Sub-total			
(6.2) OOE			
Item Description (include justifications)	Qty	Cost	Total Cost
Sub-total			

BREAKDOWN OF PROJECT BUDGET			
<i>Please include GST, where applicable</i>			
(6.3) EQPT			
Item Description (include justifications)	Qty	Cost	Total Cost
Sub-total			
(6.4) Travel			
Item Description (include justifications)	Qty	Cost	Total Cost
Sub-total			
(6.5) Miscellaneous			
Item Description (include justifications)	Qty	Cost	Total Cost
Sub-total			
(6.6) IRC			
Item Description (include justifications)	Qty	Cost	Total Cost
Sub-total			

Section 7: DECLARATIONS

By signing this Grant Application, the Applicant, Team Members and where relevant, industry collaborators, undertake and agree to:

- Allow NAF to collect, use and disclose your personal data, as provided on this proposal for the purposes of evaluating the capabilities of the proposed research team. If you are providing someone else's personal data, you hereby declare that you have obtained consent from the named individual(s) in this proposal, for the collection, use and disclosure of his/her personal data by NAF for the above stated purposes.
- Ensure that the requested manpower, equipment and/or resources are not being funded by another source.
- Not send similar versions or part(s) of this proposal to other agencies for funding.
- Submit supporting documents of ethics approval obtained from the relevant Institutional Review Board (IRB) and Animal Care and Use Committee for studies involving human subjects / human tissues or cells, and animal / animal tissues or cells respectively.
- Comply with the provisions of any relevant laws of the Republic of Singapore, statutes, regulations, by-laws, rules, guidelines and requirements applicable to it.
- Agree to hold primary responsibility for the responsible conduct of research, and shall abide and comply with the ethical, legal and professional standards relevant to research, in accordance to the research integrity policy of the Host Institution.
- To share the results of this project with NAF, be available to present the project results at NAF's event(s), and allow NAF to use/cite the results in its communication materials, where relevant, and without restrictions.

We declare that the facts stated in this application and the accompanying information are true. This is an original and latest version of the application. We also declare that no other versions of this application (or parts thereof) with similar objectives, scope, deliverables or outcomes have been or will be submitted to any other funding bodies.

Name of Applicant(s)	Signature	Date Signed
<Name of Applicant>		
<Name of Team Member #1>		
Collaborator 1 (if applicable): <Name of Contact Person>		

Insert/delete rows above as necessary.

Section 8: INSTITUTIONAL SUPPORT

To be completed by the Principal / Director of the respective office of research / academic institute (or equivalent) of the Applicant.

By signing the Grant Application, the Host Institution undertakes and agrees to:

- Confirm the accuracy and completeness of the information submitted.
- Ensure that the applicant is independently salaried by the institution for the entire period of the grant.
- Ensure that the budget is appropriate and reasonable (e.g., no double funding/excessive purchase of equipment), and is aligned with the Host Institution's HR and other policies.
- Ensure that the proposed research will be conducted in the Host Institution.
- Provide adequate resources to the applicant for the entire grant period (e.g., lab spaces, mentorship and career development support).
- Ensure that the funds provided are used for appropriate purposes.
- Ensure that the study complies with all laws, rules and regulations pertaining to national and the institution's research operating procedures and guidelines.

Name:			
Designation:		Institution:	
Signature:		Date:	

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Please submit the complete application for and supporting documents to: info@naf.org.sg
(Subject header to indicate: NAF Research Grant Application) by the closing date stated below.

CLOSING DATE: _____

ANNEX 1: CURRICULUM VITAE

Please use the format below to provide the required information on Applicant and Team Member(s). Indicate NA if the required information is not applicable. **Each CV should not exceed 2 pages.**

- Name
- Age
- Office Mailing Address
- Email
- Contact No (Office No.)
- Current position and past employment history
 - Order details in reverse chronological order
 - Provide full details, e.g., joint appointments; other academic appointments including those outside of Singapore
 - Provide duration of appointment, type of appointment, the research topic, the institute and the research supervisor, if applicable.
- Academic qualifications
 - Please indicate institution's name and the date of awarded degree
- Research interests
- Publications in the last 3 years
 - Include only publications of direct relevance to proposal research area, stating impact factors where available
 - Please emphasise your name in bold
- Patents held (related or unrelated to study)
- Scientific awards

-End of Application Form-