

Duke / Duke-NUS Research Collaboration Pilot Project 2024

Application Instructions: There will be two phases of the application process for this award. [Click here](#) to access the online application or copy and paste https://duke.qualtrics.com/jfe/form/SV_aYrLRIJ4yCH0T4i into your browser.

Phase 1: Letter of Intent: Interested parties must complete the [online application](#) by **22 April 2024 (by 11:59 EST)**:

1. A one-page Letter of Intent file describing the nature of the proposed project and
2. Names and NIH Biographical Sketches (see below) of the Principal Investigators from Duke and Duke-NUS

Phase 2: Full Application: Letters of Intent will be reviewed for consistency with the purposes of this program, and invitations to submit full proposals will be sent to those applicants judged to be most competitive by 17 May 2024. Full proposals will be due **15 July 2024 (by 11:59 pm EST)**. Applicants can expect to upload the following information via an online application form. An upload link will be provided in the invitation to submit a full application.

1. Title page listing participating faculty and their respective roles in the project
2. Information regarding any previous Pilot Project Awards granted to either Co-PI
3. Abstract of 250 words or less describing the project
4. Project summary of 2000 words or less (not including citations), addressing the specific areas of focus
5. Citations
6. Figures (up to 3)
7. Biographical Sketches (no more than 4 pages each) for participating faculty, using either the NIH Biographical Sketch Form or a similar form from a Singapore public funding agency
8. Duke PIs: Regulatory approval documents and/or status updates (IRB, IACUC, etc.) {Note: Duke IRB must include Duke-NUS Co-PI information to provide shared access to certain data-sharing platforms.}
9. Budget (see below for detailed instructions)

Duke budget (USD \$100,000) to include:

- Personnel (Note: Graduate student stipends (not tuition) and PI payroll are allowed)
- Equipment directly related to the research project
- Travel: include travel support budget for one mandatory trip for either the (i) Duke PI or (ii) research personnel from the Duke PI's lab to travel to the Duke-NUS PI's lab
- Publication fees
- Other: Supplies, IRB fees, Core Services, etc.
- Indirect Cost (8% of Direct Cost, which totals \$7,407.41)

Duke-NUS budget* (SGD \$100,000) to include:

- EOM (Expenditure on Manpower); Funds cannot be used for support of the PI's salary.
- OOE (Other Operating Expenses) – to include travel support budget for one mandatory trip for either the (i) Duke-NUS PI or (ii) research personnel from the Duke-NUS PI's lab to travel to the Duke PI's lab. (Up to SGD10,000 can be budgeted for travel support for the Duke-NUS PI or his/her research personnel who are working on the project.)
- Equipment: Any single equipment purchase more than SGD5,000 (inclusive of GST) will require separate approval at the time of award.

*Budget and Expenditures for Duke-NUS components should be in accordance with the Duke-NUS / SingHealth institution's prevailing financial and procurement guidelines, depending on whether the Duke-NUS PI's host institution is Duke-NUS or a SingHealth institution.

Selection Process for New Awards: Proposals will be screened for administrative completeness and then peer-reviewed by Duke and Duke-NUS faculty without existing conflicts of interest. We anticipate announcing awards by **1 October 2024**, with an expected start date of **1 December 2024**.

Questions should be sent to Mary Jo Harris at maryjo.harris@duke.edu or to Gwendoline Goh at gwen.goh@duke-nus.edu.sg.