Partnerships for Enhanced Engagement in Research (PEER) 2014/2015
Full Proposal Solicitation

Full Proposal Preparation and Submission Instructions

Invitation to Submit a Full Proposal
The U.S. National Academy of Sciences will invite eligible PEER pre-proposal applicants to submit a full PEER proposal in late February 2015. **All other individuals are ineligible to apply**. The deadline to submit full proposals is **April 13, 2015.** The PEER program will only consider proposals prepared and submitted by eligible researchers based at institutions in one of the PEER-eligible countries.

Electronic Submission Instructions
All proposals must be submitted electronically via the PEER online application site. ***Paper and e-mail submissions are not accepted.*** Please carefully review the full text of the program announcement, the instructions below, and the Frequently Asked Questions section of this Web site for further guidance on each required proposal element.

Proposals must be submitted electronically via the PEER application Web site by 11:59 PM (U.S. Eastern Daylight Saving Time) on April 13, 2015.

In order to apply online, please visit the PEER application Web site and log on using the same e-mail address and password used when you created your account when submitting your pre-proposal. On the landing page you will see a section labeled "Process: PEER Cycle 4". Within this section you will see that an application has been assigned to you. Select "Edit Application" to access the form which will be used to submit your full proposal. Specific instructions on all sections of the required proposal format are included in every section of the online application and are also presented below. You can save your application as a draft at any time and resume it later. However, we highly recommend that you first review the required application sections online and prepare your answers accordingly in a separate Word document while making sure not to exceed the character count limit. The online application system will count the number of characters for you as you enter your text in each section. **Please note that Zip files are not supported by this online application system. Please use only Microsoft Office, Adobe Portable Document Files (PDF), and JPG files when uploading your documents.** Before submitting your application, you can copy and paste each section into the online application and click the "Submit Application" button.

PEER is implemented by
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Successful proposals will address the program's objectives and selection criteria listed in the program announcement and will include clear statements of the project goals and explanations of how these goals will be achieved. When writing the full proposal, applicants should consider how their research will contribute to USAID's priorities in the country where the research will take place. Full proposals must expand on the research concepts and methodologies presented in the pre-proposal. **It is not permissible to change the application focus between the pre-proposal stage and full proposal stage.**

1. General Applicant Data

Please answer the first set of questions in the indicated spaces. List the duration of your project (from 12–36 months) and the proposed start date, which should be no earlier than August 1, 2015. All applications must list a U.S. Government-supported partner and provide the title and award number of his or her federal grant. For intramurally funded partners (i.e., employed as a researcher by a U.S. Government-supported agency), reference his/her research project's award, grant or contract number as provided by the partner agency. In order to be eligible, the requested duration of the proposed project may not extend more than twelve months beyond the official termination date of the U.S. Government-supported partner's award. Therefore, the U.S. Government-supported partner's award must be active for at least 12 months for 1- and 2-year PEER projects, or for at least 24 months for a 3-year PEER project to ensure that both sides have resources available to support their collaboration. PEER projects may start no earlier than August 1, 2015. For example, if a 2-year PEER proposal has a start date of August 1, 2015 and the USG-supported partner's funding ends any time before August 1, 2016, then the PEER proposal would not be eligible for review. However, if the USG-supported partner's funding ends any time after August 1, 2016, then the PEER proposal would be eligible for review. Grants will be made only to institutions, so individuals who have no institutional affiliation or whose institutions are not willing to accept and manage a grant for them are not eligible to apply. Principal investigators may submit only one proposal in any one application cycle of the PEER program.

2. Project Summary

Please fill out both sections of the summary: scientific merit and development impact. The summary should be written for the comprehension of readers without technical expertise. Briefly and clearly state the goals of the project and the associated proposed activities; explain the role of the proposed U.S. Government-supported partner; and describe the anticipated outcomes of the project. The summary must include the following two sections:

A. Scientific merit. *(Character limit: 2,500)*

B. Development impacts. *(Character limit: 2,500)* Please provide only a summary of the development impacts of the project. You will have the opportunity to provide more information in Section 5. In describing development impacts, emphasize how the project relates to USAID country-specific development objectives. http://www.usaid.gov/results-and-data/planning/country-strategies-cdcs

3. Project Description

Project Description Guidelines. Prepare the project description with reference to the review criteria and the guidance provided in this and the preceding sections of this solicitation. Please address each section of the proposal description concisely (within the character limits listed) and include citations in the text with full references listed in the references section to be included as an appendix in Section 10. If needed, you may also upload up to a total of five figures and/or tables for the entire proposal. Incomplete proposals and those not submitted in the required format will not be considered.

A. Background and Rationale. Summarize the relevant research and contextual issues, clearly connecting the rationale to the background information. Present a brief summary of any past work done on the proposed topic or closely related topics, either by the principal investigator or by other researchers. Please also explain in detail how the project relates to the U.S. Government-supported partner's research**.** *(Character limit: 5,000)*

B. Project Objectives. Provide a clear statement of the scientific and technical problem to be addressed and state the research project objectives. It is important that the project objectives are reasonable for the requested proposal duration. *(Character limit: 2,500)*

C. Research Plan. Describe the project design, procedures, and analyses to be used to accomplish the specific objectives of the project. Describe any new methodology in light of existing methodologies. Describe any novel concepts, approaches, tools, or technologies to be applied in the proposed research. If applicable, describe study populations and interventions. Discuss the potential difficulties and limitations of the proposed procedures and present alternative approaches to achieve the aims. **For health-related research or research involving human subjects and/or animal studies, please use Section 9.** *(Character limit: 10,000)*

D. Innovation. Describe any novel concepts, approaches, methods, tools, or technologies to be applied in the proposed activity, and explain how the overall approach is innovative. 'Innovation' may include, but not be limited to: 1) new paradigms, experimental methods or programmatic practices; 2) an innovative hypothesis to address the scientific problem; 3) the incorporation of new approaches to answer questions related to project design; 4) scientific advances in program implementation. *(Character limit: 2,500)*

4. Personnel

A. Prior Experience and Relevant Capabilities of PEER Applicant. Briefly explain the qualifications of the PEER applicant as they relate to the proposed project and illustrate how the project will build upon existing expertise. *(Character limit: 2,500)*

B. Role and Responsibilities of the U.S. Government-Supported Partner. Explain in detail the role of the U.S. Government-supported partner in the proposed PEER project.   Explain how the proposed research relates to the expertise and/or active award of the U.S. Government-supported partner. Explain how the collaboration will leverage existing U.S. Government investments in science and technology and promote capacity building in the country or region where the research will take place. *(Character limit: 2,500)*

C. Other Collaborations. Describe collaborations other than those with your U.S. Government-supported partner including with other in-country partners e.g., relevant in-country organizations such as relevant Ministries, the USAID Mission, international networks or resources such as international organizations, research institutes/universities, etc. Explain the role of the leveraged collaborations and their contribution to the overall research plan. (*Character limit: 4,000*)

5. Development Impact

Before writing this section, please review USAID's website entitled "_What We Do_" and the website of the USAID _Mission_ in your country so that you will be able to describe how your project would address USAID's interests and objectives in fostering sustainable development.

A. Broader Development Impacts (*Character limit: 5,000*). Explain how the project will impact the broader community in your country or region. These impacts may include, but not be limited to: activities that build new linkages with government, industry or NGO stakeholders; knowledge

transfer to policymakers and/or community-based organizations; and/or technology development, implementation of new practices, and innovative educational techniques.

Examples of Broader Development Impacts may include, but are not limited to:

- *Outreach*: Explain plans to utilize the results at local, national, and/or global levels to multiple stakeholders and outline how the results may be used to improve host country policies and programs. Please discuss any opportunities for follow-up activities after the proposed project ends, e.g., possible application of research findings; recommendations for government policymakers; or commercialization of new technology by the private sector.
- *Community Engagement:* Explain plans to engage with local stakeholders and describe how the research will build capacity in local communities*.* Please discuss any opportunities for follow-up activities after the proposed project ends, e.g., plans for building sustainability into activities or programs with local stakeholders.

B. Research Capacity Building (*Character limit: 5,000*). Explain how the project will build research capacity at your institution(s), country(ies) and/or region(s). These activities may include sustainable implementation of new, pertinent research methodologies or practices; strengthening research programs; involvement of a broader group of stakeholders including local communities or associations; specialized training on new equipment or research methods; and/or strengthening networks to the scientific community.

Examples of Research Capacity Building may include, but not be limited to:

- *Training*: Provide examples of any seminars, workshops, conferences, or other training activities planned as part of the project, including estimates of the numbers and types of people to be trained (undergraduate students, graduate students, postdoctoral researchers, laboratory technicians, industry professionals, policymakers, and other stakeholders). Include examples of new research methodologies; courses; tutorials on equipment use, databases and/or research platforms etc., and as applicable, specify plans for promoting the participation of women and youth in training activities.

6. Data Sharing and Dissemination Plan

Include a clear and detailed plan describing how the research findings will be disseminated to key stakeholders and the broader scientific community, e.g., via publication of results, submission of information to publicly accessible databases, informational meetings for stakeholders, or via other means appropriate to your field. (*Character limit: 3,000*).

Awardees must submit a copy of any dataset created or obtained in performance of this award, including datasets produced by a sub-awardee or a contractor at any tier in a machine-readable, non-proprietary format to: the Development Data Library (DDL) at www.usaid.gov/data. The submission must include supporting documentation describing the dataset, such as code books, data dictionaries, data gathering tools, notes on data quality, and explanations of redactions. To read more about USAIDs new Open Data policy, please visit: http://www.usaid.gov/ads/policy/500/579.

7. Timeline

For the anticipated duration of the award, provide a list of major project activities and milestones along with the estimated time required to complete each. (If your timeline is in a spreadsheet or graphical format, you may upload it instead of entering the text in box 6.) *(Character limit: 3,000, plus upload limit 2 MB)*

8. Supplemental Information for Health-related Research or Studies with Human Subjects and/or Animals.

This section should only be completed if your project involves human subjects, animals, biohazards/select agents or endangered species. Otherwise, please continue on to Section 9.

A. Studies with Human Subjects (Please note PEER **does NOT** support clinical trials research.)
Please provide a description and background information on any services, education, drugs, devices, interventions, tools, and approaches to be tested in the research. Please note that PEER **does NOT** support clinical trials research *(Character limit: 3,000)*

I. PROTECTION FOR HUMAN SUBJECTS

The PEER Principal Investigator and recipient organization are responsible for safeguarding the rights and the welfare of human subjects involved in research under this award, and must comply with 45 CFR part 46. Applicants will need to address several areas and provide specific information to enable reviewers to assess the adequacy of human subject protections:

1) Risks to subjects
2) Adequacy of protections of risks
3) Potential benefits to subjects and others
4) Importance of the knowledge to be gained
5) Data safety and monitoring. (http://grants.nih.gov/grants/policy/hs/data_safety.htm);
6) Federal-Wide Assurance (FWA) Number: PEER applicants proposing work with human subjects will either provide a U.S. Federal-Wide Assurance (FWA) which designates an Office of Human Research Protection (OHRP) registered Institutional Review Board (IRB) at the time of application, or seek a FWA within 30 days of receiving a PEER award. The Web page for electronic submission of new IRB registrations and FWAs, or update/renewal of existing registrations can be found at http://ohrp.cit.nih.gov/efile/Default.aspx
7) For help with human subject issues, PEER applicants are encouraged to collaborate with their U.S. Government-supported partner on protection of human subject requirements should assistance be needed. In addition to the OHRP website: http://www.hhs.gov/ohrp/, the HHS decision trees for human subjects may be helpful to PEER applicants: http://www.hhs.gov/ohrp/policy/checklists/decisioncharts.html. If applicable, please describe how your proposal would address the guidelines and/or regulations provided above.

II. ETHICAL STANDARDS

State the guiding ethical principles being followed in this study. (e.g., Ethical Principles and Guidelines for the Protection of Human Subjects of Research, written in 1979 by the National Commission for the Protections of Human Subjects of Biomedical and Behavioral Research, commonly known as the Belmont Report) (*Character limit: 10,000*)

III. DETAILED DESCRIPTION OF STUDY POPULATION

A description of the study population should include:
1) Definition of the populations from which the sample will be drawn (e.g. in terms of age, ethnicity, culture, religion, socioeconomic status, gender, risk status or vulnerability, geographic location, etc.;)
2) The target sample size, numbers to be enrolled;
3) Numbers of women and children expected to be recruited. If women or children will not be recruited, explain why not;
4) Where the study population will be drawn (e.g., community clinics, schools, inpatient

hospital setting, outpatient clinics, student health service, or general public). Where appropriate (single center studies), include names of hospitals, clinics, etc..

 5) If subjects require screening: distinguish between screening subjects (e.g., discussing the study with them) vs. enrolling subjects (e.g., obtaining informed consent and obtaining samples).

 6) Please use the Targeted/Planned Enrollment Table to provide information about study participants and upload below.

B. Quality Assurance/Quality Control of Data and Collection. Describe how the investigators will monitor data collection to ensure quality and consistency. Describe plans for assessing subject compliance to intervention (e.g. questionnaires, direct observation, pill counts, etc.) Describe how those responsible for data collection will be trained and monitored. Discuss data entry and cleaning, and procedures for ongoing data management and quality assurance. Discuss plans for any sub-awards and how data coming from these sources will be monitored for quality and consistency. (*Character limit: 10,000*)

C. Biohazards. Foreign Institutions and International Organizations who conduct research involving select agents (see 42 CFR part 73 for the select agent list; and 7 CFR part 331 and 9 CFR part 121 for the relevant animal and plant pathogens) http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title42/42cfr73_main_02.tpl must provide information satisfactory to USAID that a process equivalent to that described in 42 CFR part 73 for the local institution is in place and will be administered on behalf of all select agent work sponsored by USAID funds before using these funds for any work directly involving select agents. Grantees must be willing to address the following key elements appropriate for their institutions: safety, security, training, procedures for ensuring that only approved/appropriate individuals have access to the select agents, and any applicable laws, regulations and policies equivalent to 42 CFR part 73. Applicants are responsible for describing whether the proposed research will include any potentially hazardous materials and/or procedures and any protections in this regard. During the application review, reviewers will assess whether these materials or procedures pose risks of harm to research personnel and/or the environment, and if needed, determine whether adequate protection is proposed. (*Character limit: 10,000*)

D. Select Agents. Awards to Foreign Institutions and International Organizations* Foreign Institutions and International Organizations who conduct research involving select agents (see 42 CFR Part 73 for the select agent list; and 7 CFR Part 331 and 9 CFR Part 121 for the relevant animal and plant pathogens) http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title42/42cfr73_main_02.tpl must provide information satisfactory to the USAID that a process equivalent to that described in 42 CFR Part 73 for U.S. institutions is in place and will be administered on behalf of all select agent work sponsored by USAID funds before using these funds for any work directly involving select agents. (*Character limit: 10,000*)

E. Vertebrate Animals. Recipients of PEER grants must assure the humane treatment of animals involved in the research. Recipients of PEER grants must have an Office of Laboratory Animal Welfare (OLAW) approved Animal Welfare Assurance before carrying out any activities involving live vertebrate animals. Institutions outside the United States that receive PEER grants are to use the Animal Welfare Assurance for Foreign Institutions (Foreign Assurance). All entities proposing to conduct research, research training, and/or biological testing activities involving live, vertebrate animals supported by a PEER grant must have a Foreign Assurance in place prior to beginning the activity. See the NIH website for additional information. (*Character limit: 10,000*)

F. Wildlife and Endangered Species. All relevant PEER recipient institutions must have the ability to convene an Institutional Animal Care and Use Committee (IACUC) and abide by the rules and regulations set forth by the Animal Welfare Act (http://awic.nal.usda.gov/government-and-professional-resources/federal-laws/animal-welfare-act). Please clearly state your intent and ability to have the full Animal Use Protocol (AUP) reviewed by your or your U.S. Government-

supported partner's institution's IACUC. Each animal use protocol (AUP) must be reviewed by full IACUC committee each three years or more often. (*Character limit: 10,000*)

Please attach a draft animal use protocol (AUP) that describes the following points (*File Size Limit 2 MB*):

       1. Identification of the species and approximate number of animals to be used, tracked, sampled, etc.;
       2. Rationale for involving animals and for the appropriateness of the species and numbers used;
       3. A complete description of the proposed use of the animals or the samples acquired from those animals;
       4. A description of procedures designed to assure that discomfort and injury to animals will be limited to that which is unavoidable in the conduct of scientifically valuable research, and that analgesic, anesthetic, and tranquilizing drugs will be used where indicated and appropriate to minimize discomfort and pain to animals;
       5. A description of any euthanasia method to be used.

9. Project Budget

A. Proposed Budget Total (in U.S. $)

- Single institution awards are anticipated to range in size from U.S. $40,000 to U.S. $80,000 per year for one to three years. A few larger and more complex projects (those involving multiple institutions with one of them serving as the lead) may receive up to U.S. $ 80,000 - U.S. $120,000 per year for up to three years**.**
- For single institution awards, the total requested budget cannot exceed U.S. $80,000 per year for a maximum of three years, i.e., total requested budget will not exceed U.S. $240,000. For multiple institution and/or multinational awards, the total requested budget cannot exceed U.S. $120,000 per year for a maximum of three years, i.e., total requested budget will not exceed U.S. $360,000. These total budget figures include indirect costs. If requested, indirect costs (costs supporting overall institutional operations and management) should be kept to a minimum and must be fully explained and justified in section 9.c.IV with details provided on what specific institutional infrastructure elements or support services are covered.

B. Budget Form. Provide an itemized budget for the project using the budget form provided. Projects may last no more than three years, and proposals for multi-year projects must provide annual budgets separately detailing the expected costs for each year. Value for the investment will be an important consideration in proposal evaluation and selection, so all costs should be reasonable and necessary. If your project involves more than one developing country institution, **please prepare a separate budget table for each**, so that it is clear what funds each institution needs. *(Upload limit: 2 MB)*

C. Budget Request Justification. Provide an explanation and justification for any salary or stipend support requested, including a list of the positions to be supported and the role each will play in the project. Also provide an explanation and justification for proposed purchases of any equipment items costing more than $5,000. (Please see sections 9C (I-VII) below for more details on allowable costs.) *(Character limit: 3,000)*

    I.   **Personnel Costs.** Salary support for the principal investigator is generally not provided, but will be considered on a case-by-case basis only if essential and fully justified. Salaries for other researchers and technical personnel (including project participants and substitute instructors required to cover the PI's usual teaching duties) are allowable, as are stipends for students involved in the project. Applicants requesting salary and stipend coverage in their

project budgets must include in this section of the application form a list of positions to be supported, an explanation of their roles, and the percentage of their time that would be devoted to the project. (*Character limit: 3,000*)

II.   **Equipment and Supplies.** Purchase of equipment and supplies required for the research is allowed. Where possible, projects should leverage existing durable equipment. Requests for durable equipment should be justified in terms of importance to successfully completing the research project. Please provide an explanation and justification for proposed purchases of any equipment items costing more than US $5,000. Please also include plans for maintenance of the equipment during and beyond the project period. (*Character limit: 3,000*)

III.   **Travel Costs.** Provide the number, duration, location, and purpose for any project-related trips for which funds are requested, along with the titles or positions of the travelers. (Please see the section below for more details on allowable costs.) (*Character limit: 3,000*)

- Travel costs, salaries, and other expenses for participants who are citizens of countries that are not PEER-eligible are not allowable. This includes foreign collaborators or students from non-eligible countries. U.S. Government-supported participants should contact their agency program managers to request international supplements to their grants if necessary.
- International air travel must be by U.S. air carriers to the maximum extent such service is available as required under the <u>Fly America Act</u>, <u>http://www.gsa.gov/portal/content/103191</u>), so applicants should estimate their air travel budgets accordingly. First class or business-class travel is not permitted**.**

  If visits to the United States lasting more than 30 days each are planned, applicants should include in their travel budgets an extra $100 for each such long visit to cover the cost of the medical examination that will be required as part of the visa application process.

IV.   **Indirect Costs.** If requested, indirect costs (costs supporting overall institutional operations and management) should be kept to a minimum and must be fully explained and justified, with details provided on what specific institutional infrastructure elements or support services are covered. *(Character limit: 3,000)*

 V.   **Other Collaborating Institutions (If Any).** If your project involves other institutions besides your own and that of your U.S. Government-supported partner, please list them, briefly describe the roles they will play in the project, and indicate whether they will support their costs with their own resources or with funds requested in your PEER project budget. (*Character limit: 3,000*)

VI.   **Other Funding.** List the source and amount of any other funds that you have received or applied for from other sources to support this project, including any support received directly from USAID. *(Character limit: 3,000)*

The following requests are <u>not allowed</u>:

- Costs for the construction of new buildings are not allowable.
- Costs for the purchase of vehicles are not allowable, although vehicle rental costs are allowed provided they are explained and justified.
- Contingency costs are not allowable.
- PEER grant funds may not be used to pay customs duties, and normally grants provided with USAID funds are exempt from duties in countries receiving U.S. assistance. If the items to be bought will not be exempt from such duties, funds to pay these charges must

come from other non-PEER sources and must be explained in section 9.c.viii of the proposal.

10. Required Attachments

In addition to the completed proposal form, please also upload the following items in your proposal submission (your application will not be complete and cannot be submitted without these attachments):

A. Appendix:

References: Please include your references (literature citations), figures, and diagrams (if any) in a single document and refer to them in your project description (for example, Figure 1 in Appendix, etc.). It is strongly encouraged to include a list of references.

Figures and Tables: Please **do not exceed five figures/tables** combined and do not include additional project narrative in this document. *(Upload limit: 4 MB)*

B. Key Personnel Form and Curriculum Vitae (Developing Country PI and other major project participants): Please complete the key personnel form to provide information regarding the PI and each co-PI and/or key personnel <u>and submit curricula vitae (CVs) for all persons listed.</u> Instructions for completing the form are included. Key personnel are defined as all individuals who will contribute in a substantive, meaningful way to the scientific development or execution of the project, whether or not salaries are requested. Consultants and post-doctoral researchers should be included if they meet this definition, as well as any other significant contributors. Please save the personnel form and CVs for all personnel listed in a single file (using the format provided) and attach to your application submission. Each CV should be no more than two pages in length and include citations for no more than five to ten recent relevant publications or patents. If the project includes more than one developing country institution, please be sure to include a CV for the key project participant at each institution. Please do not submit electronic copies of publications or other background materials, as they will not be forwarded to reviewers. The [key personnel form](#) and all the CVs must be uploaded in one single file. A [sample CV template](#) is available for your reference. *(Upload limit: 3 MB)*

C. Curriculum Vitae (U.S. Government-supported partner): Please upload your U.S. Government-supported partner's brief CV, which should be no more than two pages in length and include citations for no more than five to ten recent relevant publications or patents. Please do not submit electronic copies of publications or other background materials, as they will not be forwarded to reviewers. If the project involves more than one U.S. Government-supported partner, please combine their CVs into one single file before uploading. *(Upload limit: 2 MB)*

D. U.S. Government award abstract: If your U.S. Government-supported partner is extramurally supported, please upload a copy of the abstract of your U.S. Government-supported partner's U.S. Government award. If your partner is an intramural researcher (i.e., one employed at one of the six U.S. Government agencies participating in PEER), please upload a printout showing your partner's listing in an agency website or directory or provide some other evidence of his or her employment. *(Upload limit: 2 MB)*

E. Letter of support from U.S. Government-supported partner: The letter must be written on official institutional letterhead and must list the title and award number of the U.S. Government-supported partner's active U.S. Government grant, contract, or cooperative agreement or specify his or her employment status with a U.S. Government agency participating in PEER. It must provide details on how the proposed project relates to this U.S. Government-supported grant and explain the partner's expected role in the project and the level of integration of the proposed project with the specific area of research. **The letter must be signed by the U.S. Government-**

supported partner. In their support letters, partners should emphasize their level of commitment to the project, and such commitment should not be contingent upon receiving supplemental funding. *(Upload limit: 2 MB)*

F. Letter of support from an official at the principal investigator's institution who is legally authorized to make commitments on the institution's behalf: If your project involves more than one developing country institution, please submit a separate support letter from each. The letter must be signed and written on official institutional letterhead and must include the following elements:

      I.   Confirmation that the institution supports the participation of its staff in the proposed project, would be willing to receive and administer any grant funds awarded, and would be permitted under local regulations to receive grant funds from a foreign sponsor

      II.   A brief description of the institution's structures and practices for project management and financial oversight, as well as a description of the process by which the institution could receive grant funds from a foreign sponsor

      III.   A brief description of resources that the institution would be making available (if any) to facilitate the project, whether in cash or in kind, for example by paying the salary of the principal investigator or other staff for the time he or she works on the project, providing substitute instructors to cover the principal investigator's teaching duties so he or she is free to work on the project, or providing laboratory or office space, access to equipment, or office support staff. Examples of other grants your institution has received from foreign sponsors (if any), including the project title, sponsoring organization's name, amount, dates, and name and e-mail of contact person at the sponsoring organization. *(Upload limit: 4 MB)*

G. Environmental consequences checklist: Applicants will need to complete and upload a brief form indicating any special environmental conditions that may be involved in their projects. A copy of this form will be available on the application site.

11. Review Process and Criteria

The National Academy of Sciences (NAS) will convene special review panels that will evaluate proposals for scientific and technical merit and development impact using the PEER review criteria stated below.

As part of the scientific peer review, all proposals will:

- Receive a written critique.
- Compete for available funds with funding decisions based on:
  - Scientific and technical merit
  - Development impact of the proposed project and relevance to USAID country-specific programmatic interests, as stated in the solicitation
  - Availability of funds
  - Additional review criteria listed below

All full proposals will be evaluated based on the criteria described below.

Review Criteria

Full proposal review criteria are described below. An application does not need to be strong in all categories, to be considered for funding. The proposal's scientific merit and development impact will be prioritized by reviewers.

1. **Scientific Merit and Study Design:** This section is the most critical for determining scientific merit. The reviewers will evaluate: (1) whether the background information clearly identifies a gap in evidence that informs the rationale and the study objectives; (2) how scientific knowledge and technical capability will be advanced; whether the overall study design, outcome measures, study population, intervention, and analyses are clear, well reasoned, and appropriate to accomplish the objectives and specific aims of the project; (3) whether the investigators clearly recognize the limitations and difficulties inherent to their project. Adequate citations and references to pertinent literature are essential.

2. **Development Impact:** This section is the most critical for determining the development impact of the proposed research. The reviewers will evaluate: (1) whether the project addresses a development question in alignment with USAID development objectives in the proposed thematic or geographic focus area; (2) if the aims of the project are achieved: (a) what is the likelihood of a sustained development impact ? and (b) how would current USAID or partner country programmatic practices and/or policy be influenced? In addition, reviewers will evaluate:

- Broader Development Impacts: What are broader development impacts of the project including new or enhanced partnerships, collaborations or linkages with policy-makers, local community, industry, and government stakeholders? Does the PI have existing collaborations with other researchers and/or relevant in-country organizations that enhanced the proposed research project? What are the plans for outreach and/or community engagement?
- Research Capacity Building: Will the project strengthen research capacity in-country by involving a broader group of students, local researchers, etc.? Are the institutional support, equipment and other physical resources available to the investigators adequate for the project proposed?

3. **Investigators:** Are the PI, co PI(s), USG-supported partners and senior personnel qualified to achieve the research goals of the project by having the relevant education, experience, training and/or accomplishments? Will the participation of the USG-supported partner enhance the proposed project? Does it appear that both sides are committed to working together and have a clear plan for how that collaboration will be carried out? How will the research, expertise, and/or resources of the USG-supported partner be leveraged in the PEER project? Does the study team include expertise in all the areas needed for the project to succeed?

4. **Innovation:** Does the project propose novel application, utilization and/or generation of scientific methodologies or practices; challenge existing paradigms or programmatic practice; or address an innovative hypothesis? Will answering the research question add to the knowledge base of the research field? Does the research include the development of a new solution or intervention, or does it apply technology in a new way?

5. **Data Sharing and Dissemination Plan:** Does the plan discuss the application(s) of the research findings and how the research findings will be disseminated to key stakeholders and utilized to improve scientific capacity, policies, and programs?

6. **Timeline:** Is the project timeline reasonable?

7. **Budget and Period of Support:** Is the project budget requested reasonable? If funds are requested for other institutions besides the PI's institution, are they consistent with the PEER project goals? What percentage of the PI's budget comes from leveraging or

cost sharing from USG networks and other non-USG resources? Are all budget justifications appropriate?

8. **Supplemental Information for Health-Related Research or Studies with Human Subjects and/or Animals and Environmental Impact:** For projects involving human subjects, animals, biohazards/select agents or endangered species or for those with potential environmental impact: are there clear plans for safeguarding the welfare of participants, and minimizing potential risks? Are the proposed studies compliant with approved protocols, and safety regulations and procedures? Have institutional review board approvals or plans to obtain such approvals been described?