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## Call for applications

HRP and TDR in collaboration with PAHO and CEMICAMP

To carry-out research on sexual and reproductive health and rights and infectious diseases of poverty linked to the current mass migration in the Americas with a focus on research capacity strengthening

**Deadline for submission: 13 October 2019 by 23:59 GMT -3**

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## FREQUENTLY ASKED QUESTIONS (FAQs)

- A. Eligibility and application requirements**
- B. Grant funding amounts and budgetary issues**
- C. Covered themes and priority areas**
- D. Ethical considerations**
- E. Grants selection criteria**

### A. Eligibility and application requirements

#### 1. Who can apply?

Teams working in institutions that conduct research located in low- and middle-income countries currently affected by any mass migration crisis in the Americas (including the Caribbean). Research teams can be located within Ministries of Health, academic institutions (e.g., universities), research institutions, and NGOs.

No grants will be awarded to individuals or to institutions located in high-income countries or not affected by the current mass migration crisis in the Americas.

#### 2. What were the criteria for only funding institutions located in the affected regions?

This call falls within HRP, TDR, and PAHOs mandates to respond to public health emerging crises as well as to support research capacity strengthening, which is at the core of CEMICAMP's work. We want to support the generation of evidence from research teams that have first-hand experience with the current mass migrant situation. In addition, we want to support teams in developing their own research capacity.

#### 3. How can my organization apply to this call for proposals? What are the administrative documents required?

You will need to fill out the entire application form which can be found here ([https://www.who.int/reproductivehealth/hrp\\_alliance/en/](https://www.who.int/reproductivehealth/hrp_alliance/en/)). We accept applications in English, Spanish, or Portuguese. You will need to send the completed application form with all necessary annexes to [hrpalliance@who.int](mailto:hrpalliance@who.int) by 13 October 2019 by 23:59 GMT -3 with the subject header **“Small grants migrants 2019”**. We will not accept proposals that are not sent in the stipulated application form.

#### **4. Are there other requirements besides being located in one of the affected countries?**

Yes, additional eligibility requirements include:

- Principal investigator (PI) of research team needs to have proven research experience as evidenced by publications in peer-reviewed journals. The team PI or co-PI should be a woman and teams in general are encouraged to include women. Teams are also encouraged to include young researchers (including masters or doctoral students) in pursuit of developing research capacity. PI and co-PI must be part of the local institution applying for funding.
- All members of selected research teams must participate in CEMICAMP’s online research methodology course (How to write a research protocol and How to write a scientific manuscript) at the time of research development or upon notification of selection, as well as PAHO’s tutorial on ethics clearance with PAHO ERC. Proof of participation will be required from all participants.
- All members of research teams will need to submit proof of completion of any course dealing with ethics with human subjects and good clinical practice upon notification of selection and prior to disbursement of funds. The course should have been taken in the past five (5) years. Some examples include the FHI360 course (<https://www.fhi360.org/resource/research-ethics-training-curriculum-retc-second-edition>) and the NDAT Clinical Trials Network course (<https://gcp.nidatrain.org/>).
- Research team must be located within an institution as explained in 1. Said institution needs to have an accountant that can oversee and report on fund management.
- The recipient institution needs to have a local bank account (funds will be transferred in the currency of the account) in the country where the proposal will be implemented (and where it holds legal status) and is able/authorized to receive grant funding directly from CEMICAMP in Brazil.

#### **5. Can more than one organization pair up in a joint proposal?**

Yes, we encourage collaboration with other organizations especially with other institutions which can provide mentorship throughout the project execution. Additionally, while funds will be disbursed only to the primary institution submitting the application, linkages to improve project implementation are

encouraged. However, since research capacity strengthening is a large focus of this call, mentoring should be framed with this consideration in mind.

#### **6. Can international NGOs, with presence in a number of countries, apply to the call for proposals in more than one country?**

Since applications need to be submitted by teams located in the affected regions, this is the most important selection criteria. If an international NGO has local affiliates in different eligible regions, they can apply as long as the application is coming from the local affiliate; decisions will be made on a case-by-case basis.

### **B. Grant funding amounts and budgetary issues**

#### **8. What is the available funding for each research project? Is there a ceiling?**

We are expecting to fund approximately 12-18 projects to be completed in a 12-month period and have a total amount of USD 435,000 for this call. This means that while there is no set funding ceiling, we expect project budgets to range between USD 20,000-40,000 for a one-year project implementation.

Relatedly, leveraged funding from other sources is also encouraged to improve project implementation.

#### **9. Can we subcontract work? Should we readily indicate this in the proposal?**

Yes. Allowable expense categories include sub-contractors, especially as it relates to services related to project implementation (e.g., translation services).

#### **10. Will we be expected to report to the government what we are doing and account to them on financial expenditures?**

While recipients of this funding are responsible for grant's technical and financial reporting to the funders only, PAHO country offices will be notified of the project implementation. However, links with relevant decision-makers to ensure support of research and sustainability of policy recommendations are essential.

### **C. Covered themes and priority areas**

#### **11. Can we cover other themes or topics not included in this call?**

No, grant applications can only address the priority areas determined by this call for proposals.

## **12. Do we need to have previous experience in the topic or area to respond to this call for proposals?**

Previous research experience is critical, especially for the PI of the project, although we encourage young researchers be included as part of the team. While experience with migrant populations and/or SRHR is important, prior experience with similar issues can be considered if the proposal proves that this is relevant.

## **13. What do the different priority areas involve?**

You will find a description of the different priority areas in the call for proposals. We will accept research proposals that are either qualitative, quantitative, or mixed-methods. We encourage implementation research projects. Research projects focusing on vulnerable populations particularly affected by the current mass migration crisis in the Americas (including the Caribbean) are of high priority. This includes women and children, sex workers, LGBTQ populations, indigenous populations and other minorities. We also encourage proposals that cover sensitive issues relating to sexual and reproductive health such as gender-based violence and comprehensive abortion care.

All research proposals must focus on sexual and reproductive health or on infectious diseases as they relate to sexual and reproductive health.

## **14. Does our proposal need to include a research component?**

Yes. This is a call for research proposals. While we encourage implementation research, implementation of programs or services alone does not qualify for this call.

## **D. Ethical considerations**

### **15. Do we need to submit our proposal to ethics review?**

Yes. All proposals involving human subjects need to be submitted to local ethics review panels, as applicable, and to PAHOERC. Official letters of approval, signed by an independent committee in the country where the study will take place and by PAHOERC must be submitted to the funders before the implementation of the project.

### **16. What should we consider for ethics review approval processes?**

First, that these take time. Please abide by your institution and local requirements. Some ethics review committees accept proposals only if completed in their established format. Please check with your institution and local authorities to save time. One good example is consent forms: many ethics review committees require specific information be included in consent forms and offer templates. Use these!

Second, all proposals will need to be submitted to PAHOERC after submission of the local approval letter. PAHOERC does not require a specific format for protocols, but it does require electronic

submission of the protocol, including all instruments, through its online portal (<http://pahoerc.proethos.bvsalud.org/>). When a submission is received, PAHOERC staff might offer suggestions to revise the protocol. PAHOERC reviews proposals on the second Tuesday of every month and closes the agenda for the meeting around the first of each month. PAHOERC recommends submitting your proposal electronically as soon as local ethics approval is obtained. Also bear in mind that at times amendments to already accepted proposals are easier to submit and get approved.

Third, many of the items required in the application form will be useful for applying for ethical approval. The online protocol development course required from all successful applicants and available to all applicants will offer good guidance on this.

### 17. What is meant by training on research with human subjects?

There are several institutions that offer online trainings on research with human subjects which cover essential elements relating to protecting research participants. Additionally, most research institutions make these courses available to their staff. Please look into this within your institution.

If these are not made available to you already through your institution and you are unable to take some of the free online courses, you can include the cost for taking this course into the proposal budget.

## E. Grants selection criteria

### 18. What are the technical criteria used for selecting the grant applications?

Proposals will be assessed based on the following criteria (included questions are offered as guidance only):

<b>Relevance</b>	<ul style="list-style-type: none"> <li>○ Is the proposal relevant to the issues posed in this call?</li> <li>○ Is there potential for creation of new knowledge, ideas, or approaches</li> </ul>
<b>Scientific merit</b>	<ul style="list-style-type: none"> <li>○ Is the proposal scientifically sound?</li> <li>○ Is the project design appropriate for the proposed project?</li> </ul>
<b>Clear objectives</b>	<ul style="list-style-type: none"> <li>○ Do the research questions and hypotheses respond to the priority areas of this call?</li> <li>○ Are the scientific components of this call clear and convincing?</li> </ul>
<b>Methodology</b>	<ul style="list-style-type: none"> <li>○ Are the methods proposed for collecting data appropriate?</li> <li>○ Are the methods and procedures clearly described for each study objective?</li> </ul>

	<ul style="list-style-type: none"> <li>Does the study provide an adequate sample size and assumptions upon which this decision is made?</li> <li>Does the proposal include a data analysis plan? Is this adequate?</li> </ul>
<b>Feasibility</b>	<ul style="list-style-type: none"> <li>Does the proposal include a timeline that is adequate for implementing all the components of the study?</li> <li>Does the proposal take into consideration the availability and accessibility of relevant personnel, skills, facilities and other resources to allow for optimal project implementation?</li> <li>Is the environment suitable for carrying out the intended project?</li> </ul>
<b>Research capacity strengthening</b>	<ul style="list-style-type: none"> <li>Does the project include clear plans for strengthening research capacity?</li> <li>Does the proposal include collaboration with other institutions that can provide mentorship as needed through project implementation?</li> <li>Does the proposal include young/junior researchers?</li> </ul>

## 19. Would collaboration with policy-makers (i.e., government) be an important consideration in the selection process?

Yes. Linkages with decision-makers is critical for necessary political buy-in and to ensure that findings from the current project are considered for public health policy. We will facilitate these linkages through PAHO country offices.

## 20. Who will evaluate the proposals?

The first screening will be carried out by staff at HRP, TDR, PAHO, and CEMICAMP to ensure that all application materials are complete and to check each proposal's eligibility as per priority areas and affected areas.

Eligible applications will then undergo a blind peer-review process carried out by experts in the field of sexual and reproductive health research. Each project will be assigned two reviewers: one from within HRP, TDR, PAHO, and CEMICAMP, and one external reviewer. Projects will be assessed in the language they are received by reviewers fluent in English, Spanish, and/or Portuguese.

**If you have any questions not addressed by this FAQ, please contact**  
**Vilma Zotareli at [Zotareli@g.unicamp.br](mailto:Zotareli@g.unicamp.br) or Luis Bahamondes at [drluisbahamondes@hotmail.com](mailto:drluisbahamondes@hotmail.com)**  
**indicating in the subject header "Small grants migrants 2019"**