**National Sea Level Programme (NEA-NSLP) 2nd Competitive Grant Call**

**Grant Call ID: N.A.**

Format for Project Application

1. **Outline of submission**

The outline for the project submission format is as follows:

Executive Summary (max. 1 page)

Project Proposal (max. 11 pages)

Annex 1 Curriculum Vitae (2 pages per researcher)

Please use Arial Font size 12 pt., with single-line spacing. All submissions shall be in English.

1. **Executive Summary (1-page limit)**

The Executive Summary shall include but not be limited to the following details:

**Project Title**

A succinct and intuitive title.

**Scientific Abstract** (not more than 300 words)

A scientific description of the project proposal including objectives, specific challenges, hypotheses, methodology and approach of the research proposal.

**Lay Abstract** (not more than 300 words)

An abstract written in simple and non-technical language. This information may be used by the NEA for public communication purposes.

**Deliverables**

The tangible outcomes and deliverables of the project.

1. **Project Proposal (11 pages)**
	1. **Project Proposal**

The main project paper shall contain but not be limited to the following details:

**Objectives of the Project** (not more than 100 words)

This section shall articulate clearly the objectives of the project.

**Description of Project**

* This section shall include the scientific challenges and the proposed methodology/approach to solving the challenges.
* The Applicant shall highlight how their work would contribute to advanced scientific evidence about the future sea level rise in Singapore that supports development of the adaptation policies by government agencies.
* The Applicant shall highlight the importance of addressing the problems and describe how their work would create new knowledge or advance existing solutions.
* The Applicant shall highlight the novelty of their proposed approach and the potential of producing breakthrough work.
* The Applicant shall highlight the specific competitive advantages of individuals in the proposed research project team in terms of unique capabilities and/or experience relevant to the project scientific focus. This section shall also be used to highlight the international competitiveness of the work being carried out in terms of scientific merit.
* The Applicant shall also indicate other contributions of the project (e.g. towards building up sea level research capabilities in Singapore etc.).
* The applicant shall provide a statement on the availability and accessibility of data generated during the project (also refer to National Research Foundation (NRF) Terms and Conditions v.2.0 issued by the NRF, Section 15).
1. **Project Team Composition**
* The Applicant shall highlight the relevant track records and capabilities of individual researchers in the team, their international standing and any unique competitive advantages that they bring to the team in achieving the project’s objectives. Detailed CVs for the Applicant and the project team members shall be attached as Annex 1 in the application. Please use the below CV template.



* Applicants shall highlight partnerships with other local and/or international collaborators (if any) and articulate the value such partnerships will bring to the project. This includes connecting with other researchers while developing their proposal and indicate the likely synergies between their respective submissions.
* The Applicant shall highlight the involvement of PhD student(s), if any.
* The Applicant shall indicate if this proposal has connections with other proposal(s) to be submitted to this programme and the value of these connections to the programme.
1. **Project Management**

The Applicant shall provide an overview of the proposed project management structure and its plans to increase the success rate of achieving the project objectives.

1. **Detailed Project Schedule and deliverables**
* The Applicant shall state the estimated project duration in terms of calendar months.
* The Applicant shall also include a detailed project schedule (e.g. project time-line, Gantt chart) of major project activities and the milestone checkpoints. The Applicant shall give a brief description of each milestones and deliverables of the project. A sample format is shown below:

|  |  |
| --- | --- |
| **Milestones & Deliverables\*** | **Project Implementation Schedule** |
| **Year 1** | **Year 2 etc** |
| **Mth1-3** | **Mth 4-6** | **Mth7-9** | **Mth10-12** | **Mth1-3** | **Mth 4 -6** | **Mth7-9** | **Mth10-12** |
| a. |  |  |  |  |  |  |  |  |
| b. |  |  |  |  |  |  |  |  |

\* Deliverables refer to the objectives indicated in the project proposal. This is to clearly state what applicant expects to achieve and deliver at the end of the project.

1. **Proposed Key Performance Indicators (KPIs)**

|  |  |
| --- | --- |
| **KPIs** | **Target** |
| Number of University PhD students trained (applicable for proposals above SGD1 million) |  |
| Number of publications (in top 10% journals in the respective fields) |  |
| Dissemination of published results through participation in international conferences  |  |

**3.6 Cash-Flow Projections**

The Applicant shall state the estimated cash-flow for the project duration by each quarter of the year.

|  |  |  |  |
| --- | --- | --- | --- |
| **Cash-flow Projection** | **Year 1 ($)** | **Year 2 ($)** | **Year 3 ($) etc** |
| **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** |
| Expenditure on Manpower (EOM) |  |  |  |  |  |  |  |  |  |  |  |  |
| Overseas travel (OT) |  |  |  |  |  |  |  |  |  |  |  |  |
| Equipment (EQP) |  |  |  |  |  |  |  |  |  |  |  |  |
| Other operating expenses (OOE) |  |  |  |  |  |  |  |  |  |  |  |  |
| Research scholarship (RS)[[1]](#footnote-1) |  |  |  |  |  |  |  |  |  |  |  |  |
| Indirect cost (IDC)2 |  |  |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |  |  |

**3.7 Requested Budget**

The Applicant shall state the requested budget for the project duration by each year using the template below.



**3.8 Co-Funding (Cash / in-Kind Contribution) by Host Institution**

|  |  |  |
| --- | --- | --- |
| **Total project cost (S$)\*** | **Amount requested from NSLP Grant****(S$)\*** | **Cash / in-kind contribution by Host Institution (S$)**  |
|  |  | e.g. Cash Contribution by Host Institution for PhD scholarship - $190,000 |

\*Inclusive of Indirect Cost

**3.9 Declaration of other funding support**

The Applicant shall provide the details of all grants currently held or being applied using the format given below. Grants include those supported by or currently under consideration by National Research Foundation (NRF), Agency for Science, Technology and Research (A\*STAR), Ministry of Education (MOE), or other public funding agencies, e.g. Public Utilities Board (PUB), Technology Enterprise Commercialization (TEC), The Institution of Engineers, Singapore (IES) and the universities.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Grant Title & ID** | **Funding Agency** | **Status****(Awarded/ Applied)** | **Amount****(S$ ’000)** | **Years of Support** | **Expiry Date****(DD/MM/YYYY)** | **Role Played****(Principal Investigator/ Co-Investigator/ Collaborator etc.)** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**3.10 References**

 The Applicant shall provide all references made.

1. This budget is for new PhD student as the existing PhD student should already be tapping on some form of scholarship (e.g. tuition fees, stipends, etc)
2 Indirect costs of up to 20% of the total approved qualifying direct research costs [↑](#footnote-ref-1)