The Mujib 100 Research Grants for Women (Mujib 100 RGfW)
GUIDELINE FOR APPLICANTS

1. **Online Registration:**

Interested applicants may register in [http://mujib100rgfw.icddrb.org/](http://mujib100rgfw.icddrb.org/) by using e-mail ID. Applicants willing to submit multiple applications as PI may register with different e-mail ID in the portal.

2. **Eligibility:**

Applicant must be a Bangladeshi female researcher/scientist/academic aged below 50 years.

3. **Proposed Research area:**

Proposed project must be related to icddr,b’s research priorities, which are aligned with the Sustainable Development Goals. Areas of icddr,b’s strategic priority are:

- Reducing maternal, neonatal, and child mortality and improving the well-being of women and children
- Preventing and treating maternal and childhood malnutrition
- Controlling enteric and respiratory infections
- Detecting and controlling emerging and re-emerging infections
- Achieving universal health coverage
- Achieving gender equality, and sexual and reproductive health and rights
- Examining the health consequences and adaptations to climate change
- Preventing and treating non-communicable diseases

**Proposals not aligned with icddr,b’s strategic priorities will not be considered.**

4. **Principal Investigator /Lead applicant and research group members:**

- PI must be a Bangladeshi citizen. For the research group members, there is no bar on the nationality, gender and number of project team members.
- The position of Principal Investigator (PI) of projects is non-transferrable since the PI’s credentials will be considered during scoring.
- An applicant may submit more than one application but an applicant will only be supported for one project.
- An applicant/PI can be a co-PI/FPI in another application.
- Bangladeshi nationals working outside of Bangladesh are only eligible to apply if it is a secondary data analysis, which do not require the PI to be in Bangladesh. In all other cases, projects have to be conducted in Bangladesh and the PI needs to be in Bangladesh for implementing the project.

5. **Proposed budget:**

Approximately USD 400,000 will be available for allocation in 2021. The maximum budget threshold (excluding overhead) for each project would be USD 50,000 for a maximum duration of 18 months.
6. **Number of awards:**

Although awards will be made on merit based scores received from the SAG, at least 50 percent of the total number of projects that receive funding will be from outside of icddr,b.

7. **Collaboration:**

- It is highly encouraged to propose projects in collaboration with icddr,b. Each project lead by any applicant within or beyond icddr,b will have a senior scientist from icddr,b as a collaborator.
- External applicants are to mention names of icddr,b senior researchers that they want to collaborate with in their projects. They also need to attach an e-mail consent from the icddr,b collaborator as proof of agreement to be involved in the study; if successful. For help to find a relevant collaborator at icddr,b, external applicants may write to Mujib100RGFW@icddrb.org mentioning clearly the discipline of work for their application.
- For internal applicants, it would not be mandatory to have an icddr,b collaborator as their project would be reviewed by the Senior Director of their respective scientific divisions.
- For the internal applicants, if the contract of an applicant expires during the selection process then she will be considered as an external applicant.

8. **Letter of support (LoS):**

- An external applicant must attach with her proposal a Letter of Support from her institution mentioning their intent to partner with icddr,b if the application is successful.
- Government officials must be able to produce letter of support from her concerned department to conduct this research. If the applicant wants to budget her remuneration in the project then that should be clearly mentioned in the approval letter too.
- Applicant can use their own format for LoS.

9. **Budget preparation:**

- An indicative budget template has been provided. This is only given to the applicants to have an understanding on how to prepare a budget.
- Reference budget template and budget table in the online application portal has been provided with indicative cost heads for guidance. Applicant may consider the indicative cost heads and any other costs required for the proposed study. Applicant will provide summary budget using online application portal only.
- The budget shall be prepared in USD.
- **Salary support of icddr,b collaborators:** Researchers at NOB level and above should be considered as collaborators for external applicants. Maximum 5% of collaborators’ salaries could be budgeted under this project, which is not mandatory. This will be allowed by internal applicants too who want to have icddr,b collaborators in their projects.
- **Indirect cost:** Applicants are not required to charge indirect cost in their proposed budget.
- **IRB cost:** Applicants are not required to charge IRB cost in their proposed budget.
- **VAT:** As per VAT rules of Bangladesh ‘Research activities conducted with government finance (except for Consultancy Firm and Supervisory Firm and Survey Organizations)’ are VAT exempted. If anyone is able to show VAT exemption certificate from NBR then VAT will not be applicable for them.
- **Tax:** As per Tax rules section 52AA, for any payment, icddr,b is required to deduct withholding taxes based on the threshold, unless the receiver can provide a tax exemption certificate from NBR.
10. **Budget approval:**

- At the concept submission stage, detailed budget is not required to submit and applicants will only submit the summary budget and budget justification by using online application portal.
- Internal applicants (icddr,b) are required to obtain the budgetary approval from Finance as per icddr,b standard procedure.
- External applicants may follow their internal procedure for obtaining the budget approval from their respective organization during concept submission stage.
- Successful applicants will be asked to develop full proposals using icddr,b’s Protocol Application Format (RRC Face Sheet) along with detailed budget.

11. **IRB approval:**

External applicants may propose to get IRB approval from recognized IRB at their institutions. However, the selection committee might render it necessary to get project proposals to be reviewed by icddr,b’s IRB too.

12. **Submission process:**

- Applicant will submit the research proposal and her CV using the prescribed format given in online application portal.
- **Uploading of a pdf version of research proposal in the online application portal along with other attachments as applicable is mandatory for all applicants.**
- Applicants are advised to follow the word limitations given in the online application template. **Word limitations include table, if any applicant wishes to use table in the online application template should keep it into context.**
- Applicant willing to submit the CV of research group members may include it as attachment, however this is not mandatory.
- **Proposals submitted through e-mail and hard copy will not be considered.**

13. **Documents to be uploaded with online application:**

- Identification document (National ID/Passport/Driving License etc.)
- Letter of Support for external applicant
- Evidence from icddr,b collaborator in support of his/her collaboration with external applicant (if applicable)
- **Research proposal in pdf (mandatory for all applicants)**
- Signed Proposal Approval Form (for icddr,b applicant only)
- Others, if any