



Team Grant: Canada-Latin America-Caribbean Zika Virus Research Program

Frequently Asked Questions and Answers

June 2016

- 1. According to the funding opportunity currently posted, CIHR and IDRC will be contributing 50% of each grant. CIHR will send funds to the Canadian part of the team and IDRC will send funds to the LAC parts of the team. Do the expenses of the budget have to be split 50:50 between the Canadian and LAC teams?**

The funding will be issued and split 50:50 to Canadian and Latin American recipients however, those resources can be shared. For example, a Canadian institution can send funds to a Latin American partner or Caribbean partner, and vice versa.

- 2. Can we include US-based partners within the team? If so, can they be co-investigators?**

Yes, as long as you follow CIHR and IDRC funding guidelines, you can include US-based partners in the team and as co-investigators. However, they won't count as eligible partners from LAC and therefore will not be considered direct grantees of IDRC.

- 3. In addition to having members of our team from lower and middle income countries, can we also include members from higher income countries?**

Yes, you can include partners from higher income countries, but they won't count towards the eligibility criteria of including LAC lower and middle income countries.

- 4. Do we need to include the employment history for all applicants within the budget section? Isn't this already captured in the CVs?**

The employment history needs to be captured for those being paid by the grant, but you don't need to include it for everyone participating in the grant.

- 5. Can a private, for-profit company be considered as a partner?**

Yes, they can be included in your application as partners. As stated above, you need to follow the CIHR and IDRC funding guidelines. Note that IDRC must be satisfied that the



organization has independent legal status (or 'legal personality') and is capable of contracting in its own right and name.

6. What is the specific format of the summary CV for the LAC applicant?

A 4-page free-form summary CV is required for both the LAC and Canadian applicants (other than the Nominated Principal Applicant who needs to provide a CCV).

7. Can we work with team members in Columbia? What about Brazil? They are listed as upper middle income; does that qualify as lower or middle income?

Yes, both Columbia and Brazil are eligible as lower or middle income countries, as is Chile. We are using the definitions of low and middle income LAC countries from the [Organization for Economic Co-operation and Development \(OECD\) list](#), linked in the FO, as it is more inclusive.

8. Does CIHR plan to use the new format for grant evaluation?

No, this competition will not be reviewed through the project scheme or foundation scheme.

9. Do we need to have team members from both Latin American AND Caribbean areas, as well as Canadian researchers?

No, you need one Canadian team member and *at least* one participant from a low and middle income country either in Latin America or the Caribbean.

10. Can one institution in the LAC be part of two funding areas, e.g., be part of a proposal that focuses on Diagnostics and also be part of another proposal that focuses on Vector Studies?

Yes.

11. Can you clarify the total number of grants that will be funded?

We are planning on funding 3 grants, one in each research area, depending on the request of the project team. If no applications are received for a particular research



area, an additional grant might be funded in one of the two remaining research areas.

12. Can both sub-categories of vector studies be addressed in the proposed research project, or do they have to be individually addressed?

We recommend that potential applicants who apply to the vector studies research area select only one of the two sub-categories within this area as they are very different.

13. Is there potential to help us to find Canadian partners to build a proposal?

Yes! We have created a [researcher linkage tool](#). The results of this survey are posted on the [CIHR website](#) and can be used to identify potential Canadian or LAC partners who have similar research goals.

14. Are there any planned linkages between the Canadian call and the European Commission (EC) call for Zika research?

We are planning to hold a workshop in the fall of 2016 with the grantees from the EC, and potentially more members of GloPID-R. This workshop will support potential collaborations between the Canadian, LAC, and European grantees. Grantees will be encouraged to network and form potential collaboration, as well as to potentially avoid the duplication of work. Successful grantees will be required to send at least one team member from Canada and one from LAC to this workshop, and must allocate funds in their budget to attend.

15. What is the weighting of the evaluation criteria listed in the call?

The applications will be evaluated as a whole based on the listed criteria, with equal weight given to each criterion.

16. Can an institution submit more than one proposal?

Yes. There is no limit on how many proposals can be submitted from the same institution.

17. Can a researcher submit more than one proposal? Can a researcher serve as a partner on two different applications with two different partners (eg. one partnership with Brazil and one with Chile)?



Yes. There is no limit on how many proposals can be submitted by the same researcher as long as it is not the same proposal.

18. How many countries can form a project? Is there a limit to how many researchers can be involved on a study?

There's no specific limit to how many countries can participate in one project. Similarly, there is no limit on how many researchers/team members are involved in the application.

19. Can there be two different sites of study from the same country? For example, can there be joint projects in which sample collection occurs at one site and analysis is completed elsewhere?

Yes, projects can be conducted on multiple sites, either within the same country or in different countries. The work that is completed at each location is at the discretion of the researchers involved. As long as the funding guidelines are followed, applicants are free to propose whatever relevant research they want.

20. Could local public health researchers cooperate in the studies by coordinating efforts with a Canadian team - in case there is no expertise in pathogenesis or the other areas of research?

Yes.

21. How narrow does "diagnostics" have to be?

The research potential within the diagnostics category is fairly broad. For example, research proposals could involve enhanced diagnostics or immune-based diagnostics, or the development of a differential diagnostics tool. It's not limited to DNA or RNA.

22. Is a proposal obligated to include all three research categories? Diagnostics, pathogenesis and vector studies?

No. The intent there is that they are separate areas for application; so, each application should consider only addressing one research area.



23. Can Canadian partners claim salary support? What about other team members?

Principal investigators are not eligible to receive salary support from their CIHR grants. However, other team members who are not eligible to hold grant funding (such as research coordinators or LAC members) can receive salary support from grant dollars. IDRC guidelines must be followed when providing salary to LAC partners.

24. Are there any restrictions in terms of the type of academic appointment held by the LAC principal applicant? Is a lecturer eligible?

There are no restrictions on the eligibility of LAC principal applicants. IDRC can provide grants to principal applicants from non-academic institutions as well, including government or non-government institutions.

25. Are stipends for trainees allowed?

Yes.

26. Does the eligibility of countries refer to the location of the Applicant and/or its Partners, or where the research is to be conducted? If the answer is yes only to location of the Applicant and/or its partners can the research be designed to include other Caribbean countries that are not included on the OECD list?

In order for the application to be eligible, at least one Principal Applicant must be included from an eligible LAC country and identified as the holder of IDRC funds. That being said, once this requirement is met, it is possible for researchers from other countries to participate in the project.

27. I have one collaborator set up in Dominican Republic and I am currently exploring collaborations with two separate researchers in Brazil for this application. I am wondering what the funding structure is in terms of multiple collaborators? Would it be better to concentrate on one country or two countries?

It is up to your discretion if you want to collaborate with just the Dominican Republic or also with Brazil. Please note that if you decide to collaborate with multiple countries you would need to include at least one researcher from each country as a Principal Applicant on your application.



28. Is it possible for the Canadian participants (besides the Nominated Principal Applicant) to submit a CCV instead of the 4 page summary CV?

Only the Canadian Nominated Principal Applicant may submit an Academic CV. All other participants must submit a four page (maximum) free format CV.

29. Can a proposal be submitted by institutions from LAC countries alone?

No. Proposals must have a Nominated Principal Applicant from Canada who is an independent researcher and at least one researcher from an eligible Latin America and the Caribbean (LAC) country as a Principal Applicant. Therefore, at least two institutions, one from Canada and one from LAC, must be included on a proposal.

30. Do the reports need to be prepared (and submitted) only by the Canadian research group?

The Canadian Team will act as point of contact for CIHR reports. That being said, the whole team can contribute to the documents.

31. Are there any restrictions in terms of what types of institutions IDRC can send funds to in LAC (hospitals vs. research or academic institutions)?

IDRC only funds recipients that value research and are engaged in legal and ethical work. For contracting purposes, recipient bodies must be organized and recognized as legal entities in the jurisdiction where they operate. It means that IDRC is able to establish grant agreements with government, non-government and academic institutions. The peer review process will help to establish eligibility, including research capacity and IDRC will verify legal status and institutional capacity to manage grants before entering into a contract with an institution.

32. Please confirm how funds will be dispersed by IDRC. According to the IDRC 'Standard Grant Agreement' Guideline online, it states that The Centre will make payments to the Recipient according to the schedule set forth in Part 3 - Schedule of Project Milestones, which forms an integral part of this Agreement: please confirm that this applies to this competition as well.

Payments will be made by bank transfer according to information provided in the Supplier, Tax and Bank Information Form (Part 5 of Grant Agreement). All payments, except the final payment, shall be considered advances until the Project Milestones, as set forth in Part 3 - Schedule of Project Milestones, are satisfactorily achieved and a



financial report of actual expenses incurred against the payment is accepted by the Centre. The submission of a financial report (including the financial forecast) will serve as a request.

33. According to the ‘Guide for Administrative Procedures’, it states that ‘IDRC never pays the entire cost of the research. Recipient institutions are expected to contribute to their projects’. This isn’t mentioned in the Funding Opp details online, so I’d like to confirm if this is true for this competition? If so, does this mean that every LAC institution that is involved must contribute to the project from its own funds or will this only apply to institutions that the Principal Applicants are from?

The principal defining characteristic IDRC Research Projects are that the grants are contributory in nature and fully accountable by the recipient. In addition to a mandatory recipient contribution, technical performance is expected and satisfactory performance must be demonstrated in order to continue to receive grant funds. IDRC does not have a fixed quota for the level of recipient contribution; it must however be commensurate with the Recipient’s means. For instance, if a recipient organization’s core expenses are supported by its own sources (investment income from an endowment, etc.) or in the form of core grants from other donors, then the recipient organization can include such core support costs as their contribution and report accordingly. However, in cases where the recipient is fully dependent on restricted donor funding and manages to cover its core costs through administrative recoveries on the restricted funding, then the recipient should report its administrative cost recoveries as its contribution to the project. Recipient’s contribution can be either in-kind, where regular local resources are used in the project, or in cash, where the Recipient injects extra-budgetary resources into the project. In-kind contributions (e.g., regular salaries and facilities) as well as cash contribution should be estimated and recorded.

34. For teams in which research will be conducted in more than one Latin American and Caribbean country, there must be at least one researcher listed as a Principal Applicant based in each country. Note that one of the LAC Principal Applicants will have to be clearly identified as the holder of IDRC funds in the applicants table. Does it mean that just one country team will receive the money from IDRC and then that country team will send the money to the other country team?

IDRC funds will be allocated to one institution in an eligible country of LAC and this institution could reallocate and manage part of the funds to another partner institution as a sub-grantee in the same country or in another country of the LAC Region. We need to have in the proposal a principal applicant identified in each LAC



institution and one of the LAC Principal Applicants will have to be clearly identified as the holder of IDRC funds in the applicants table. For teams involving sub-grantees (indirect beneficiaries of IDRC funds), these sub-grantee institutions must be identified and described by the Principal Applicant (see Applicant table of the Call).