

Instruction for IC-DLI Collaboration Research Fund

Application guideline

The completed application documents should contain the following:

- A. Cover sheet (1 page)
- B. Proposal (not to exceed 4 pages)
- C. Budget justification
- D. Curriculum vita(e) (not to exceed 2 pages per applicant)
- E. Disclosure of sources of bias and conflicts of interest
- F. Institutional commitment letter
- G. Supplements (optional)

A . Cover sheet

IC-DLI Proposal Cover Sheet

Project Information		
Applicant Name, title, Nationality, address, phone, email	Affiliation	
	Amount Requested:	
	Start Date:	
	End Date:	
Project Goal		
Briefly describe what the project would accomplish with funding support.		
Research Questions		
Briefly describe the research questions that have been chosen to achieve this goal.		
Proposed Work		
Briefly list the major works that would be undertaken to support these objectives		
Expected Products		
List expected tangible results (e.g., published papers, database, trained people, software, etc.)		
Expected Significance		
Briefly describe the expected results and impacts if the project is successful		

B. Proposal

The proposal should provide a clear statement of the work to be undertaken and must include:

- The scientific objectives or questions of the proposed research
- The current state of the research question
- Expected significance and contributions to deep life research

- The general plan of work, including the overall design, description of experimental and analytical methods, and justification of methods. Applicants should outline the activities they intend to engage in, why they intend to engage in them, and how they intend to participate.
- The expected output of the proposed work such as creating data sets, publications, conferences, briefings, training of students and postdoctoral fellows, new partnerships, software, funding opportunities, and more.

Format:

Up to 4 pages for the proposal,

Visual materials, including charts, graphs, maps, photographs are included in the 2-page limitation.

12 pt. font.

1” margins.

C. Budget justification

The budget should be presented in tabular form and include, as appropriate, materials and supplies, experiment, computing service, travel expenses, insurance, administrative fee, publication and living allowance for staying in China during the implementation of the project. Salary and wage should not be included.

Any costs proposed to IC-DLI collaborative research fund must be allowable, reasonable, and directly allocable to the proposed work.

	Budget Item	Requested Amount (RMB)	Sub-Total	Justification
a	materials and supplies			
	TOTAL MATERIALS AND SUPPLIES			
b	experiment			
	TOTAL EXPERIMENT			
c	computing service			
	TOTAL COMPUTING			

	SERVICE			
d	travel expenses			
	TOTAL TRAVEL EXPENSES			
e	insurance			
	TOTAL INSURANCE			
f	administrative fee*			
	TOTAL INSURANCE			
g	publication			
	TOTAL PUBLICATION			
h	living allowance in China during the implementation of the project			
	TOTAL LIVING ALLOWANCE			
	TOTAL REQUEST:			

*The administrative fee or overhead fee is to pay for the administrative cost of applicant's institution.

D. Curriculum vita(e) (not to exceed 2 pages per applicant)

Please provide the names and CVs of the key project personnel. CVs should include education, employment history, a list of the proposer's related publications, and honors. Full CVs are not required. (not to exceed 2 pages per person). (12 pt. font, 1" margins)

E. Disclosure of Sources of bias, conflict of interest

The Applicant should state any sources of bias or conflicts of interest that might affect the decision-making process regarding the proposal or its implementation. Please note that transparency is of the utmost importance.

F. Institutional commitment letter

Please obtain prior authorization from your university or institutions and provide an institutional commitment letter to confirm that you can indeed receive funds from China and that the budget is consistent with your institution's guidelines.

G. Supplements (optional)

Any document may approve the success of the proposed work. It can be a letter of support, preliminary results, qualification, video, sample lists, etc. Supplement documents are optional.

Please send the completed application package to Dr. Manping Zhang: icdlmailing@sjtu.edu.cn. before the due date. Email subject line should be in the format of "2022 IC-DLI Collaborative Research Fund+ applicant's name+ applicant's affiliation".

Selection Procedure

The application documents will be reviewed by the Executive Committee of IC-DLI, in consultation with the Overseas Science Advisory Committee, where necessary.

The award selection process of IC-DLI Collaborative Research Fund will not discriminate applicants based on race, color, national origin, gender identity, sexual orientation, or religious affiliation.

Publications and Acknowledgment

Published research, including articles, preprints and books resulting from projects supported by the IC-DLI Collaborative Research Fund must carry the following acknowledgment: "This work was supported by IC-DLI Collaboration research grant No. XXXX from Shanghai Jiao Tong University".

Product Sharing

The grantee is expected to share the research products developed using IC-DLI Collaborative Research Fund with IC-DLI. The products may include data, experimental records and materials (such as strains, proteins), software and scripts. The grantee is expected to submit strains and data collected from the funded research to publicly shared depositories.

Reporting

To close out a IC-DLI Collaborative Research Grant, the grantees must submit the Final Progress Report due within 60 days of the end date. Upon receiving all deliverables and required reports, IC-DLI will email the grantee to notify that the award is closed out.