

## ECOHEALTH EMERGING INFECTIOUS DISEASES RESEARCH IN SOUTH EAST ASIA - COMPETITION FOR GRANTS

### CALL FOR LETTERS OF INTENT

Canada's International Development Research Centre (IDRC) Ecosystems and Human Health Program and the Global Health Research Initiative (GHRI) are pleased to launch the competitive *Ecohealth Emerging Infectious Diseases (Eco EID) Call for Research Proposals in South East (SE) Asia* (the 'Call'). The Call is funded by IDRC, the Canadian International Development Agency, and the Australian Agency for International Development. This Call invites letters of intent (LOI) from multi-country, multi-disciplinary teams composed of SE Asian low and middle income country (LMIC) researchers.

The goal of this Call is to build capacity for ecohealth research on emerging and re-emerging infectious diseases (re-(EIDs)) and generate knowledge to enhance the prevention, preparedness and response to EIDs in SE Asia in locally relevant and sustainable ways.

Research grants are intended to support projects on the dynamics between environmental change, development and EIDs in SE Asia.

LOIs should address at least one of the following themes in their relation to EIDs:

- Environmental change (climate change, land use, wildlife, etc)
- Socio-economic activities (livelihoods, trade, agriculture, etc)
- Community and individual vulnerabilities (gender, age, culture, behavior and other factors)
- Policy and governance context of the social-ecological system

**Geographic area of focus** (full list on page 9): SE Asian LMICs

**Send enquiries:**  
**[EcoEID@idrc.ca]**

### KEY DATES

**Letters of Intent due: Aug. 3, 2010**  
**LOI review results: Sept. 10, 2010**  
**Proposal development**  
**Workshop: mid-October 2010**  
**Full proposal due: Nov. 10, 2010**  
**Competition results: December 10, 2010**

### KEY FEATURES

#### Process and types of grants:

- This two stage competition solicits LOIs followed by invited full proposals.
- Successful teams at the LOI stage must participate in a proposal development workshop and will be eligible to receive a Development Grant of up to CA\$10,000 to assist in preparing a full proposal.
- Up to four teams completing the full proposal stage will be eligible to receive Research Grants of approximately CA\$1 million from IDRC over three years (2011-13).

#### Eligibility (full list on page 9):

- Each team must include at least three (3) principal applicants from different eligible SE Asian LMIC organizations.
- Only SE Asian LMIC researchers residing in eligible SE Asian LMICs may apply as principal applicants.
- Eighty percent (80%) of grant funds must be administered by SE Asian LMIC organizations and expended on SE Asian LMIC project activities.
- Researchers from high income countries and other LMICs are eligible as co-applicants.

#### Successful applications will:

1. apply an ecosystem approach to EIDs;
2. promote stronger collaboration between researchers and research-users across the region;
3. build capacity of key stakeholders; and
4. increase knowledge transfer and impact on policy.

# Ecohealth Emerging Infectious Diseases Call for Research Proposals in South East Asia

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# Ecohealth Emerging Infectious Diseases Call for Research Proposals in South East Asia

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## 1. About this Call

The Ecohealth Emerging Infectious Diseases (Eco EID) Call for Research Proposals in SE Asia (the 'Call') is launched by Canada's International Development Research Centre (IDRC) Ecosystems and Human Health Program (Ecohealth) and the Global Health Research Initiative (GHRI), as part of GHRI's *Avian and Pandemic Influenza Program*. This competitive Call will result in the support of up to four teams comprised of researchers from multiple South East (SE) Asian low and middle income country (LMIC) organizations. Teams will apply an ecohealth approach to EID research projects to enhance the prevention, preparedness and/or response to EIDs and diseases with pandemic potential in SE Asia. Each grant may be worth up to approximately CA\$1 million over a three year (2011-2013) period.

The application process includes two stages: 1) an open call for Letters of Intent (LOIs) and 2) a limited number of Full Proposals by invitation only. Both LOIs and full proposals will undergo competitive peer review.

This Eco EID Call for Research Proposals in SE Asia is part of the Eco EID Initiative, which is the newest addition to the portfolio of research projects supported by IDRC since 2005 on emerging and re-emerging infectious diseases in SE Asia and China. This Eco EID Call for Proposals in SE Asia is funded by IDRC, the Canadian International Development Agency (CIDA), and the Australian Agency for International Development (AusAID). The total value of the Eco EID SE Asian activities, including the Eco EID Call for Research Proposals is approximately CA\$6 million.

The EcoEID Initiative and the implementation of this Call benefits from the advice of an international Advisory Committee (AC) including representatives from donors, strategic partners, and four experts from different SE Asian countries and sectors.

## 2. Research Context and Focus of the Call

### 2.1. Research Context

As the world's population nears 7 billion, development continues to bring about rapid change and uneven benefits amongst the world's population. While progress is being made in many LMICs, the deterioration of the environment and natural resources is accelerating, and the consequences for human health are of increasing concern. New infectious diseases, including new Influenza A virus subtypes (i.e. H5N1 and H1N1), severe acute respiratory syndrome (SARS), Nipah virus, and Chikungunya, are emerging and posing global risks of epidemics or pandemics<sup>1</sup>. Most of these new diseases are zoonoses that originate in wild animals, and can be spread through domestic animals or by invertebrate vectors<sup>2</sup>. Some zoonoses and vector-borne diseases are not new, but are re-emerging with new characteristics, such as drug resistance (i.e. malaria) and/or they are spreading into new areas (i.e. rabies). The emergence of zoonotic and vector-borne diseases can also be associated with human behaviors and environmental perturbation. One of the most important

examples is the global spread of dengue, which has become a major public health concern. The interaction of various factors have contributed to dengue's rapid spread and severity, and in addition to viral evolution and vector adaptation, include the global movement of people and cargo, poor solid waste management, intermittent water supply and urbanization<sup>3</sup>.

The impact of both new and re-emerging infectious diseases on human populations is affected by the rate and degree to which they spread across geographic areas. Increased globalization, migration to city centers, unplanned peri-urban expansion, growth of slums, encroachment onto natural areas, and density of human and animal interactions, places significant pressures on local habitats, ecosystems, and human, animal and pathogen adaptation. New ecological niches are created into which evolving microbes can readily conform<sup>4</sup>. These niches are created in parallel to poor or lagging infrastructures, health systems, and delivery of goods and health care. Thus, an overarching environment for facilitated, undetected disease emergence (or re-emergence) is created. In SE Asia, the risk of disease emergence and spread is enhanced by the movement of people, goods and animals across national boundaries. These risks are compounded by different disease surveillance and reporting systems, limited access to and delivery of healthcare and veterinary services, and inefficient disease control and communication plans within and between countries.

Sustainable human development (environmental, economic and sociopolitical) is a cornerstone of human health. Sustainable development is defined as development that "meets the needs of the present without compromising the ability of future generations to meet their own needs"<sup>5</sup>. The dynamics and interrelationships of EIDs, human behaviors and environmental perturbations are complex; however, EIDs may also indicate broader dysfunctions of social-ecological systems<sup>6</sup>. Applying a multidisciplinary approach that includes decision makers and communities to enhance the understanding of the ecological and social underpinnings of development and their impact on EIDs and human health is essential to improving the prevention, preparedness and response capacities to EIDs in locally relevant and sustainable ways. These are fundamental principles of ecohealth, or, an ecosystem approach to health.

## 2.2. Focus of the Call

South East Asia has been the epicenter for a variety of EIDs, such as Avian flu and hemorrhagic dengue. The causes and impacts of these diseases in the region are linked by a complex dynamic of factors that include social inequity, poverty, environmental degradation, and limited healthcare delivery for humans and veterinary services for animals<sup>7</sup>. The combination of factors that lead to the emergence of disease 'hotspots' in SE Asia are not well understood, particularly as the causality of interactions that contribute to EIDs are varied and contextually driven. An ecosystem approach to health is well-suited to better understand the interrelationships between the factors contributing to EIDs.

An ecosystem approach to health is based on an understanding that people are part of ecosystems, rather than an outside disturbance to ecosystems. By extension, everything that people do – socially and economically, including the use of natural resources – occurs within ecosystems, influencing and being influenced by ecological processes. It can be helpful to think of these inter-relationships as occurring within coupled social-ecological systems<sup>8</sup>. Their impact on human health can be best understood with the help of many different scientific perspectives: social sciences, natural sciences like ecology and biology, ethology and health sciences. But scientific perspectives alone are not sufficient.

Ecohealth research requires academics to work not only with scientists from other specialties, but also with civil society stakeholders throughout the process of inquiry. To be effective, this kind of collaboration also needs to address inequalities between women and men and between different parts of society, while they also address problems linking environment and health. Thus, it is through improved understanding of the relationships between components of social-ecological systems, that evidence-based decisions can be made and contribute to improving human and animal health, as well as the sustainability of the ecosystems they depend upon.

This Eco EID Call fosters partnerships of relevant and high-quality researchers and practitioners across SE Asia. The grants offered through this Call aim to strengthen research organizations in SE Asian LMICs, and to support them in the development and undertaking of multi-year programs of research. These grants will enable SE Asian researchers to collaborate, build capacity amongst their organizations, and work more closely with users and beneficiaries of research results (e.g. policy makers, practitioners, government and non-governmental organizations, and community members). Research results will be promoted to inform regional policies on EIDs and will contribute to the development, testing and implementation of innovative strategies for EID prevention and improved health, and ultimately, toward sustainable development in SE Asian LMICs.

Projects funded through this Call will produce outcomes that enhance knowledge about emerging and re-emerging infectious diseases, build capacity for ecohealth research, and promote local and regional collaboration. Together these outcomes should contribute to the mitigation of factors driving EIDs and their proliferation in the region.

### **3. Goal and Objectives**

- 3.1. Goal: To enhance preparedness and systemic response capacities to the threats from emerging infectious diseases and diseases with pandemic potential in South East Asia and beyond in locally relevant and sustainable ways.
- 3.2. Specific Objectives:
  - Informed by an ecohealth approach, generate new knowledge and an evidence-base of the inter-relationships and associations between EIDs and unsustainable development patterns;
  - Build capacity in the region to conduct and use applied research to tackle the root causes of EIDs, to prevent emergence and spread, and to enable early response mechanisms engaging multiple stakeholders;
  - Build research capacity of key-stakeholders and reduce vulnerability amongst populations most at risk for EIDs; and
  - Through evidence based research practices and engagement of policy makers and research users, advocate policy for improved livelihoods, health, and sustainable development.

### **4. Eligible Thematic Focus**

Socio-economic, environmental and ecological factors are thought to be important drivers of disease emergence, re-emergence and spread. How these conditions of coupled social-ecological systems impact EIDs and human health is not well understood. An improved understanding of the temporal and spatial patterns, decision drivers, perception of and other influencing factors of environmental transformation, population movement, animal densities and human-animal contact is required, in addition to the associated social and economic drivers of these changes.

Vulnerabilities, both individual and community-based, may be important contributors to exposure, infection and progression to disease and/or transmission of EIDs. The formal study of 'vulnerability' covers a complex, multidisciplinary field applied to problems of poverty, development, and climate studies, among others. In this Call, vulnerability is used informally, to refer to characteristics of individuals or groups that alter their risk of or level of impact from EIDs. This includes for example, the conditions in which people live, their perceptions of disease risk, gender, cultural norms, occupation and/or specific exposures arising from the particular ecosystems in which they live. An improved understanding of vulnerabilities that can be readily addressed and altered to decrease exposure to and increase the prevention and/or control of EIDs and re-EIDs would be an asset in complementing additional ecosystemic EID interventions.

The governance context refers to regulations, policies and laws that affect how decisions are made. In understanding the multifactorial context of EIDs, this governance context includes a larger number of sectors (health, agriculture, environment, etc) over many scales (local, sub-national, national, regional, and global). The governance context may also be considered to include cultural norms,

traditions and practices that explain why people interact with their environment in a certain way, or that explain trends in agriculture, trade and migration.

The Call supports an ecohealth approach for research and exploration of links between the human health sector and other sectors, such as environment, trade, agriculture, social and veterinary services. A proposed program of work should address at least one of the following themes in their relation to EIDs. Dynamics between factors within themes that promote conditions of increased EID risk should be highlighted. The application of ecosystem approaches to health should be clearly indicated. The transboundary nature of disease emergence and spread should be reflected in the international composition of the team and the design of the project. Further, situations that increase the human exposure to the risk of disease emergence and transmission should be considered, as well as how gender and equity influence this risk.

The following thematic areas are not mutually exclusive. The proposed programs of work should address at least one of the following themes in their relation to EIDs. The following themes present different entry-points to the dynamics of people within the ecosystems of the region and their relationship to EID risks and prevention strategies.

Eligible thematic areas include:

- Environmental change is occurring on many scales, affecting ecosystems and societies in SE Asia. Climate change and variability, deforestation, human alterations to natural hydrology, agriculture, and human settlement of previously natural habitats are examples of how environmental change is altering SE Asian landscapes, and the interactions between people and ecosystems, with possible implications for EIDs. LOIs under this theme could explore, for example, (i) changes to the environment and how they can affect SE Asian ecosystems, communities, and economies, and contribute to the risks of disease emergence or re-emergence, or (ii) factors motivating individuals and communities to accept and/or promote environmental change that may contribute to the risk of disease emergence or re-emergence, and whether they are aware of the interacting factors between disease emergence and environmental change.
- Socio-economic activities, including livelihood strategies, trade (local, regional and international), intensification or diversification of agriculture, migration for work, urbanization - are influenced by environment, the need for sustenance and opportunities. LOIs addressing this theme could explore, for example, the socio-economic factors influencing livelihood choices and how socio-economic activities contribute to risks of EIDs through the transformation of SE Asian ecosystems, communities and economies.
- Community vulnerabilities (physical, social and economic) contribute to the risk of EIDs and their impacts. Understanding differences in how EID risks are perceived and experienced may impact disease transmission patterns and the effectiveness of disease surveillance or control programs. Vulnerable groups may interact differently with ecosystems, have limited access to natural resources, experience poverty, or be socially marginalized, affecting both the

- risk of EIDs and their impact on these groups. LOIs addressing this theme could explore, for example, how such vulnerabilities are related to ecosystems and how social, cultural and behavioural aspects increase or decrease vulnerabilities to EIDs.
- The policy and governance context of the social-ecological system, such as environmental, agricultural, and public health policies affect human health. Like most other parts of the world, in SE Asia these policies are generally not linked to or informed by other sectors. LOIs addressing this theme could explore, for example, (i) aspects of the multi-sectoral policy and governance context and their contribution to the prevention or promotion of disease emergence and transmission, (ii) how the policy and governance context complements or accounts for culture, social norms and traditional knowledge, (iii) how policy, governance, community and individuals influence each other, and how these overlapping governance levels influence policies aimed at the prevention and control of EIDs, (iv) how institutional arrangements for collaboration and communication amongst all stakeholders could be improved, and/or (v) the types of regional collaboration, utilizing governance mechanisms, which could enhance the effectiveness of intersectoral strategies for EID prevention and control, such as the facilitation of shared learning and capacity building between SE Asian countries.

## 5. Team Composition

Letters of intent are invited from multi-country SE Asian LMIC research teams. Teams may be comprised of the following:

- researchers from universities, governmental and non-governmental organizations;
- research users, such as practitioners, policy makers, civil society organizations, and/or community members; and
- researchers from multiple relevant disciplines including natural, social and health sciences.

## 6. Eligibility

- Eligible teams must include at least three (3) principal applicant researchers that will direct the program of work.
- All co-principal applicants must be SE Asian LMIC researchers residing in an eligible\* SE Asian LMIC.
- Principal applicant researchers must be employed by and represent eligible SE Asian organizations.
  - Eligible SE Asian organizations may be universities, non-governmental or government-funded research organizations.
- Eligible SE Asian institutions must be located in eligible\* SE Asian LMICs.
- At least one (1) principal applicant researcher must represent an eligible SE Asian institution located in an eligible\* low income SE Asian country.
- Each multi-country team successful at the full proposal stage must have at least one (1) SE Asian LMIC organization to administer the Research Grant funds.
- Eighty percent (80%) of grant funds must be administered by the SE Asian LMIC institution(s) and expended on SE Asian LMIC project activities.
- Researchers from high and other LMICs are eligible as co-applicants.
- In total, co-applicants from accredited organization must not administer more than twenty (20%) of grant funds for project activities.
- Local and international researchers are eligible as collaborators.

\*See “Eligible SE Asian LMIC Countries and Regions” list below

## 7. Eligible SE Asian LMIC Countries and Regions<sup>9</sup>

Middle income countries: Indonesia, Thailand, South China, Philippines

Low income countries: Cambodia, Lao People's Democratic Republic, Viet Nam

## 8. Funds Available

- Successful applicants at the LOI stage may be awarded Development Grants of up to CA\$10,000 each to develop full proposals.
- Successful teams receiving Development Grant must participate in a proposal development workshop.
- Successful applicants at the full proposal stage will be awarded multi-year *Research Grants* of up to a total of CA\$1 million per grant over three years (2011-2013 inclusive).

## 9. Allowable Costs/Budget Guidelines

The Eco EID SE Asian Call for Research Proposal Grants are being funded by IDRC, CIDA and AusAID and disbursed and administered by IDRC according to the budget categories listed below and outlined in more detail in Appendix B.

### Budget Categories

- Personnel
  - No portion of salaries of HIC researchers are eligible to be paid with Research Grant funds
- Consultants
- Evaluation
- Equipment
- International Travel
- Training
- Research Expenses
- Indirect Project Costs

## 10. Evaluation Process and Criteria for Merit Review

### 10.1. Evaluation Process

The LOI and full proposals will undergo an evaluation of merit by external peer-review. The review will be conducted by a Technical Review Committee (TRC) that includes international expert peer reviewers to determine merit based on scientific, ethical and development excellence. The composition of the TRC will be informed by advice from the EcoEID Advisory Committee (AC) and reflect a variety of expertise, nationalities and gender. Letters of Intent will first be screened for eligibility. The TRC will review and rank LOI and make a recommendation to IDRC on LOI that should be invited for full proposal stage. Successful LOI applicants will be invited by IDRC to submit full Research Grant proposals, which will be peer-reviewed and adjudicated through a similar process. IDRC will decide on the final awards and issue grants to selected applicants.

The members of the AC and TRC, individuals employed by IDRC, as well as relevant employees or agents of CIDA and AusAID, as indicated under their agreements with IDRC, have confidential access to ALL information related to LOIs and full proposals submitted to the Eco EID Call for Research Proposals in SE Asia competitive process, including the full applications and peer review ranking and rating lists.

Individual applications are otherwise considered confidential until they are approved for funding, at which point the abstract, objectives, research team composition, and the total amount of funds awarded are in the public domain. Principle Applicants' names and contact information will be added to IDRC's Ecosystems and Human Health mailing list but will not be shared with other parties, excepting as stated above.

## **10.2. Review Criteria**

It is understood that LOIs will not be able to articulate in great detail all the points addressed in this "Review Criteria" section; however, each team should take into account all criteria in the conceptualization of the LOI.

Invited full applications from teams successful at the LOI stage will be assessed according to the following criteria, and will receive a hierarchy of the importance of inclusion for each review criteria on September 10, 2010:

- **Ecohealth approach to research**
  - Application of ecohealth approach
    - Systems thinking to understand the dynamics of coupled social-ecological systems
    - Interdisciplinary and participatory research framework
    - Attention to gender and social inequities
    - Attention to ecological sustainability
  - Systematic and broadly based research methodologies
  - Multidisciplinary teams and transdisciplinary collaboration
  - Transdisciplinary approaches to research and proposed analyses
  - Integration of various stakeholders and research users, such as community members and policy makers.
  
- **Technical Merit**
  - Strength of justification/rationale for program of work
  - Originality
  - Clarity of research questions and objectives
  - Appropriateness of methods and analytical framework
    - Clear methodology, key indicators for hypothesis testing and plan of analyses
    - Defined proximal, intermediate and distal outputs and associated evaluation indicators
  - Local applicability and broader regional or potential global relevance or generalizability of results
  - Clarity on how issues related to gender as well as to socio-economic, ethnicity or ability-based equity considerations and differential impacts are addressed in the design, implementation and analysis stage.
  - Discussion of ethical implications of the program of work and clarity on how such ethical issues will be addressed.
  
- **Relevance and Potential Impact**
  - Description of how the proposed team addresses at least one of the eligible thematic areas and the Eco EID SE Asian Call objectives.

- Evidence that the team’s proposed program of work is relevant to their particular SE Asian country(ies) and addresses EIDs and/or their risk factors as influenced by development issues.
  - Evidence of potential significance of the research for decision makers.
  - Potential to influence and catalyze other research collaborations.
- **Collaboration**
    - Evidence that the proposed program of work has been prepared jointly by at least three (3) co-principal applicant researchers from different eligible SE Asian LMICs organizations.
    - Evidence that the research team has experience working with non-governmental organizations, civil society organizations, policymakers, practitioners or other partners to achieve collaborative outcomes.
- **Capacity building**
    - Proposed program of work will aim to primarily build the capacity of SE Asian LMIC researchers and institutions to generate and use research in their countries.
    - Capacity building, training, and mentoring opportunities and modalities not limited to conventional on-site academic training are encouraged.
    - Evidence that the proposed program of work can evolve over time or will build foundations for further research, capacity building, research and its application.
    - Proposed program of work will promote stronger collaboration between researchers and research-users across the region
- **Partnership/Community Involvement** – Extent or nature of community or policy/program-relevant organizational involvement in the development of the program of work. Information on the following should be included:
    - Identified partners and a brief description of how they operate or will operate with regard to governance and communication; and
    - Contribution (e.g. in kind resources, staff time, and/or funds) and support for the program of work provided by the institution(s) and community organization(s), particularly for non-SE Asian collaborators and institutions; and,
    - Clear communications strategy to extend the impact of the research and results to communities and individuals.
- **Knowledge Translation**
    - Clarity of potential outcomes for enhancing capacities in SE Asia to prevent and respond to new and re-emerging diseases
    - Users and beneficiaries of research results such as civil society members, government, practitioners, and policy experts, are involved in the research process (e.g. defining the questions and engaging in the process, evaluation, or use of the research)
      - The inclusion of decision-makers as part of the research team will be considered an asset; however, it is not a requirement.
    - Strategies identified to enable the proposed program of work to foster a culture of linking research with policy and practice.

- A clear communication and dissemination plan (who, how, by whom, for whom, with what expected result) as part of the research process and not simply an event at the end of the project
  
- **Appropriateness of team and institutional environment**
  - Strength of SE Asian research leadership
  - Experience and skills of the team
  - Institutional, training, mentoring environment for proposed program of work
  - Research and administrative capacity of SE Asian LMIC and partner organization(s)
  - Organizational and individual capacity building and enhancement opportunities.
  
- **Evaluation and Ongoing Learning**
  - Quality of proposed monitoring and evaluation framework, including indicators to assess the process, outcomes, and impacts of the capacity building, research and its application in relation to the thematic area under consideration.
  - LOIs are not required to propose a full evaluation plan but must provide some indication of a proposed approach or framework to evaluation.

## 11. KEY DATES

Letters of Intent due	Aug. 3, 2010
LOI review results	Sept. 10, 2010
Proposal development Workshop	mid-October 2010
Full proposal due	Nov. 10, 2010
Competition results	Dec. 10, 2010

## 12. How to Apply/Letter of Intent Requirements

The application process includes two stages: 1) Letters of Intent and 2) Full Proposals. Successful applicants at the LOI stage will be notified by September 10, 2010 and will then be required to submit a full proposal by November 10, 2010. Further details on how to prepare the full proposal will be provided to successful LOI applicants on September 10, 2010. The LOI should be typewritten in 12 point font and each page must be numbered and include the name of one of the co-principal applicants. The LOI may be written in English or French.

### 12.1. Cover Pages

The letter of intent must have cover pages that include the following:

- A **brief** project title
- The thematic areas addressed (as outlined on pages 6-8)
- Primary location(s) where the research will be conducted
- Name(s), institutional affiliations and respective countries of residence of principal applicant(s) and team members and their contact details (i.e. mailing address, telephone, fax and email address)
- Name and location(s) of organization(s)/institution(s) that will administer the project funds. The organization(s)/institution(s) must have documentation verifying that it/they is/are (a) legal entity(ies).
- Co-sponsors (if applicable)
- Total amount of funding requested for the first year, period of support requested (up to a maximum of three years) and the full amount requested for the period of support in Canadian dollars.
- A clear and concise abstract of the proposed program of work, suitable for public dissemination.

### 12.2. Content

- Summary of proposal:* Maximum seven (7) page summary of the proposed program of work clearly articulating the problem statement, objectives, relevance, summary of the design and methods and expected outcomes.  
*Note:* Please refer to the 10.2. Review Criteria section (pages 11-13).
- Team:* Up to two pages on the research team (as defined in the eligibility section of this call) clearly outlining each investigator/community/partner member's role, relevant experience, and planned contribution to the team.

iii) *Budget*: This section must include:

- total amount requested for the first year, period of support requested and the full amount requested for the period of support in Canadian dollars
- a summary budget for the first year including a brief description and justification of the main budget expenditures
- a summary of contributions by each source (including financial and “in kind”) for the first year, if applicable.
- Development Grants up to CA\$10,000 are available to all successful LOI applicants for proposal development. Please include a separate budget for this component that may include: communications, meetings with multi-LMIC SE Asian team members, and local stakeholders and partners, travel, background analysis and literature review. All successful LOI applicants receive free access to several on-line scientific databases and journals.

Resources in the budget should be under the control of the co-principal applicants and the designated official of the organization(s) that will administer the funds. The administering organization must have the capacity to properly administer and account for funds granted for charitable purposes.

### **12.3. Required Signatures**

The letter of intent must be signed by all the (co-)principal applicant(s), the designated official(s) of their organization and designated official(s) of the organizations(s) that will administer the funds.

Signatures must be provided to confirm that the co-principal applicants and the eligible organization(s) have agreed to their role and/or commitment to the proposed research. Faxed signatures of the team members, designated official(s) of their organization, and Research Grant administering organization representatives are acceptable.

### **12.4. Attachments**

Summary curriculum vitae (4 pages maximum) for each of the co-principal applicants should be appended.

### **12.5. Submitting Letters of Intent**

Submit a PDF or electronic copy of your completed LOI and supporting documentation to:

EcoEID@idrc.ca with the following subject heading: “Eco EID SE Asia grant LOI – family name of one co-principal applicant” (e.g. “Eco EID SE Asia grant LOI-Smith”).

### **12.6 Contact for Further Information**

Questions regarding submission requirements/how to apply, grant administration, the review process and thematic areas will be coordinated through: Email:

[EcoEID@idrc.ca](mailto:EcoEID@idrc.ca)

## APPENDIX A

### **International Development Research Centre**

In 1970, the International Development Research Centre (IDRC) was created by an Act of Parliament, with the mandate of supporting the creation and utilization of research for development. IDRC's primary mission is to support research by Southern researchers (i.e. researchers resident in low and middle-income countries), addressing development priorities identified by the South. The ultimate beneficiaries of the research supported by IDRC should be communities in the countries of the South, particularly marginalized or disadvantaged groups. Within IDRC ([www.idrc.ca](http://www.idrc.ca)), the following programs are directly participating in this Call: Ecosystems Approaches to Human Health ([www.idrc.ca/ecohealth](http://www.idrc.ca/ecohealth)).

### **Ecosystems and Human Health Program (Ecohealth)**

The Ecosystem and Human Health Program at Canada's International Development Research Centre supports capacities in developing countries to generate and use knowledge to improve both human health and ecosystems. Since 1996, programming has applied principles of ecologically sound development, transdisciplinarity, community and multi-stakeholder participation, and consideration to reducing gender and social inequities to environmental health problems. The program emphasizes the uptake and use of research results to better inform action and change in practices, behaviours and policies. The Program's activities aim to support the further development of this applied field of science called Ecohealth. For more information visit: [www.idrc.ca/ecohealth](http://www.idrc.ca/ecohealth).

### **Global Health Research Initiative (GHRI)**

GHRI is a research funding partnership of the Canadian Institutes of Health Research, the Canadian International Development Agency, Health Canada, the International Development Research Centre and the Public Health Agency of Canada. Launched in 2001, GHRI makes a significant contribution to Canada's ongoing effort to help solve the world's most pressing health problems by supporting Canadian researchers working in collaboration with researchers and research users in over 60 countries in Africa, Asia, the Middle East and the Americas. For more information visit: <http://www.ghri.ca>.

### **Canadian International Development Agency (CIDA)**

CIDA has as its mandate to contribute to poverty reduction and sustainable human development in developing countries. CIDA is Canada's lead agency for development assistance. CIDA's aims are to manage Canada's support and resources effectively and accountably to achieve meaningful, sustainable results, and engage in policy development in Canada and internationally, enabling Canada's effort to realize its development objectives. For more information visit: <http://www.acdi-cida.gc.ca/>.

### **Australian Agency for International Development (AusAID)**

AusAID is the Australian Government agency responsible for managing Australia's overseas aid program. The objective of the aid program is to assist developing countries reduce poverty and achieve sustainable development, in line with Australia's national interest. AusAID provides advice and support to the Minister and Parliamentary Secretary on development policy, and plans and coordinates poverty reduction activities in partnership with developing countries. For more information visit: <http://www.ausaid.gov.au/>.

## **APPENDIX B: Allowable Costs/Budget Guidelines**

### **Personnel**

Includes all remuneration, allowances, and benefits paid to staff and advisors hired for a specific project. Project advisors are people hired for long periods (more than 1 year) and paid on a regular basis. The payment of replacement salaries (to release academics from teaching commitments) or of core salaries (i.e., of existing staff) must be justified in the context of research capacity building. As a general rule, IDRC does not pay salary supplements, i.e., honorarium for full-time employees in addition to their regular salaries or higher salaries than the institution would normally pay. Depending on their role, graduate students may be supported here or under the *Research Expenses* or *Training* category. No portion of salaries of high income country researchers are eligible to be paid with Research Grant funds.

### **Consultants**

Consultants provide expert professional advice and usually work on a fee-for-service basis. Compared with project advisors (see Salaries), consultants are contracted for short periods to work on specific assignments. Payments to consultants include all expenses related to the services of a consultant for a specific activity within the project.

### **Evaluation**

Includes the systematic assessment of a project, program, policy, or strategic issue to assess either progress toward achieving objectives or the quality and effects of IDRC-funded activities. Evaluation may occur during an activity or after its completion. Evaluation costs may include: consultant fees; travel expenses; and dissemination of the evaluation findings. In projects where evaluation is the primary objective, costs may also include: research expenses; training; and salaries and benefits for personnel directly involved in the evaluation.

### **Equipment**

Includes equipment that has a useful life of more than 1 year and costs more than CAD 1,000 per item. Costs may include the basic purchase price, related Canadian sales taxes (net of government rebates), freight costs, and other costs associated with purchasing the equipment. IDRC does not pay foreign taxes, import duties, or equipment insurance after delivery. The recipient institution is responsible for all subsequent insurance coverage, and IDRC does not assume responsibility for any losses after delivery.

### **International travel**

Includes all costs related to international travel incurred by project staff. Allowable costs include ground transportation, accommodation, meals, airfare, departure taxes, and other related expenses. Daily costs cannot exceed IDRC per diem rates (see <http://www.idrc.ca/admin/perdiems/consultant.htm>).

### **Training**

Includes a trainee's registration and tuition fees; living and other allowances while undergoing training; research expenses to be incurred as part of the training program; and travel costs during the trainee's participation in degree or diploma programs, short courses, student field work, postdoctoral training, or other scholarly activities. The training budget should be reported in four sub-categories based on the type of training being supported: PhD — study leading to a PhD degree; Masters —

study leading to a Masters' degree; Short Course — study leading to a diploma or certificate; or Other — all other scholarly activities (e.g., field work or postdoctoral study). Training for project staff that relates to the implementation of research activities should be shown under Research Expenses.

### **Research Expenses**

Includes services and materials required to carry out the research. Costs include remuneration of persons who gather data and information or provide casual labour, maintenance and operation of project vehicles, consumable goods and non-capital equipment, computer services, training for project staff for implementation of research activities, in-country travel, reference materials, rent paid for land or premises used in a research activity, and translation of project-related documents. (Note: IDRC provides free access to many electronic databases for all of our partners.)

### **Indirect Project Costs**

Includes administrative costs not directly related to the research. Costs may include clerical, accounting, or secretarial help, general office expenses, office rental and utility charges, non-capital office furnishings, communications costs, and photocopying. IDRC expects the recipient to absorb the indirect or administrative costs of a project as part of its local contribution. In exceptional cases, IDRC will consider a contribution towards indirect costs. The maximum contribution is 13% of all recipient-administered costs, excluding capital equipment. The only time a recipient is allowed to claim a percentage on capital equipment is when the recipient administers the procurement, shipping, and delivery on behalf of one or more recipients in the same project.

## APPENDIX C: Key definitions of the Call

**Low and middle income countries (LMICs):** LMICs as defined according to the Organisation for Economic Co-Operation and Development: Development Assistance Committee's list of Overseas Development Assistance Recipients (2009). <http://www.oecd.org/dataoecd/32/40/43540882.pdf>. Retrieved May 27, 2010.

**High income countries (HICs):** HICs as defined according to the Organisation for Economic Co-Operation and Development: Development Assistance Committee's list of Overseas Development Assistance Recipients (2009). <http://www.oecd.org/dataoecd/32/40/43540882.pdf>. Retrieved May 27, 2010.

**Letter of Intent (LOI):** An LOI is the first step in the two-phase Eco EID Call for Research Proposals competition. LOIs should articulate how proposal criteria will be met and clearly present the proposed project idea(s) in suitable detail according to defined eligibility criteria and Eco EID Call for Research Proposal thematic areas.

**Development Grant:** Development Grant funds can be up to CA\$10,000. These grants will be awarded to eligible teams whose LOIs are invited to be developed into full proposals. These grants are intended to assist eligible teams in the preparation of a full proposal for the second phase of the Eco EID Call for Research Proposals competition.

**Eligible Organization:** Eligible organizations may be universities, non-governmental or government-funded research organizations. Formal institutional endorsement from each organization must be included in the LOI.

**Research Grant:** Up to four teams completing the full proposal stage will be eligible to receive Research Grants of approximately CA\$1 million from IDRC over three years (2011-13) to fund research activities according to defined criteria in the Eco EID Call for Research Proposals.

**Research user:** Practitioners, policy makers, civil society organizations, and/or community members that are able to put research results into practice through policy impact and/or campaigns and/or change of practices.

**Principal applicant:** A principal applicant is a researcher employed by an eligible SE Asian LMIC institution. Principal applicants must be nationals from eligible SE Asian LMICs and must reside in an eligible SE Asian LMIC. Principal applicants are responsible for the intellectual development, design, implementation, financial accountability, monitoring and analyses/evaluation of project activities. LOIs must be jointly submitted by the co-principal applicants of the applying team.

**Co-applicant:** A co-applicant is defined as an individual who makes a significant contribution to the intellectual direction of the applying team, in the conduct of their research and strategic activities, and who may also have some responsibility for financial aspects of the project. Co-applicants may be based at universities, research institutions, or not for profit organizations.

**Collaborator:** A collaborator may play various roles in the project (e.g., setting the intellectual direction, implementation, knowledge mobilization and translation). Collaborators are self-funded.

**Proposal Development Workshop:** All co-principal applicants of LOIs are invited to be developed into full proposals are expected to participate at a Proposal Development Workshop, which will be held in mid-October 2010 in SE Asia. Costs of participation will be covered by IDRC. Participation at the Workshop does not automatically guarantee funding of the full proposal.

## References

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- <sup>5</sup> United Nations. 1987. [Report of the World Commission on Environment and Development](#), General Assembly Resolution 42/187, 11 December 1987. Retrieved: 2010-05-13.
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- <sup>9</sup> Defined according to the Organisation for Economic Co-Operation and Development: Development Assistance Committee's list of Overseas Development Assistance Recipients (2009). <http://www.oecd.org/dataoecd/32/40/43540882.pdf>. Retrieved May 27, 2010.