\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



**MINISTRY OF HEALTH**

**RESEARCH GRANT AWARDS**

**APPLICATION FORM**

**PART 2: WORKPLAN, BUDGET AND BUDGET JUSTIFICATION**

|  |  |  |
| --- | --- | --- |
| **Date of Application:** |  |  |
|  | \_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_ |  |
|  | day month year |  |
| **Principal Investigator:**  (The Principal Investigator should be Supervisor of the post-graduate student submitting the application) | | |
| Surname: | First name: | Position: |
|  |  |  |
| Address: | Telephone: | Email Address: |
|  |  |  |
| **Name of Student Applying for Grant Award:** | | |
|  | | |
| **Institution to Which Applicant Affiliated:** | | |
|  | | |
| **National Health Research Agenda Priority Area Covered:** | | |
|  | | |
| **Title of Proposal:** | | |
|  | | |
| **Grant Request Amount (JA $):** | | |
|  | | |

**(1) Workplan** (2 pages):

Applicants should use the workplan to indicate how they will accomplish their work. That is, how they plan to achieve objectives and outcomes within the given timelines. Applicants are encouraged to use a Gantt chart or Log frame matrix to relate project outcomes to the stated objectives and the expected time required for completion

**(2) Budget**

The grant award will NOT provide, the cost of unspecified research, standard laboratory apparatus or long-term technical support. Any single item of equipment valued more than 500,000 JMD will be remain the property of the Ministry of Health (MoH). The sample budget (below) is given as an example, but may be used as a guide for completion.

Sample Budget

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PERSONNEL** | | | | |
| Position/Title | Annual Salary | Time on Project | Number of Months | Amount Requested |
|  |  |  |  |  |
|  |  |  |  |  |
| **EQUIPMENT** | | | | |
| Line Item | Number | Unit Cost | - | Amount Requested |
|  |  |  | - |  |
|  |  |  | - |  |
| **TRAVEL** |  |  |  |  |
| Position/Title | Number | Unit Cost | Number of Months | Amount Requested |
|  |  |  |  |  |
|  |  |  |  |  |
| **DISSEMINATION** |  |  |  |  |
|  | Number | Unit Cost | - | Amount Requested |
|  |  |  |  |  |
|  |  |  |  |  |
| **OTHER** |  |  |  |  |
| Line Item | Number | Unit Cost | - | Amount Requested |
|  |  |  | - |  |
|  |  |  | - |  |
| **TOTAL COST** |  |  |  |  |

**(3) Budget Justification**

This section should justify each item of expenditure in order to fulfil aims and objectives.