



**Endocrine & Metabolic  
Society of Singapore**

1<sup>st</sup> February 2017

Dear EMSS Member

**ENDOCRINE & METABOLIC SOCIETY OF SINGAPORE RESEARCH GRANTS 2017**

We are pleased to announce that the EMSS research grants for the year 2017 is now open for application.

This year, the Society will be giving out three research grants, of the amount of SGD \$30,000 each. The aim of these grants is to encourage clinical or basic science research amongst EMSS members who have interesting or novel research proposals. Each grant is of sufficient quantity to allow for the purchase of kits for assaying hormones of interests or reagents for simple basic science research, to enable successful applicants to embark on small-scale projects, which they can work on personally.

In view of the quantum, they are ideal for advanced specialty trainees although all EMSS members are eligible to apply. Proposals for utilization of funds for the purchase of expensive equipment or employment of manpower to supplement grants given from external sources for the same project aims will not be considered, as it is hoped that each project will have its own specific target to achieve. Requests for increases in grant funding may be considered, depending on the quantum remaining at the end of the grant call exercise.

Enclosed below are the information & format for grant application.

Please submit your research proposals to:

Dr Sanjaya Dissanayake  
Consultant  
Department of Endocrinology  
Khoo Teck Puat Hospital  
Email: [drsanjaya@gmail.com](mailto:drsanjaya@gmail.com)

A/Prof. Melvin Leow  
Senior Consultant  
Department of Endocrinology  
Tan Tock Seng Hospital  
Email: [melvin\\_leow@ttsh.com.sg](mailto:melvin_leow@ttsh.com.sg)

Applications will be closed on 1st March 2017 at 5pm local time.

Thank you.

Yours sincerely,

A/Prof. Melvin Leow and Dr. Sanjaya Dissanayake

Research Grants Committee, EMSS

Dr Yew Tong Wei

Treasurer, EMSS

Dr Vivien Lim

President, EMSS



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### **Information for EMSS research grant applications**

- Applicants must be EMSS members, with no outstanding dues.
- The research proposals can be either clinical studies or basic science research. However, projects must be relevant to the field of endocrinology & metabolic disorders.
- Applications will be graded on the following categories: scientific merit, originality and significance of study, methodology and technical feasibility.
- Approval from the relevant Ethics committees / IRB boards must be obtained if applicable.
- Successful applicants are required to submit short six-monthly reports on the progress of their projects and a final report upon completion of their grants.
- Submission of original invoices for relevant purchases pertaining to the research project is required. If a department or hospital fund is designated for the receipt of the funding, then copies of the invoices will be required to be submitted, also on a six-monthly basis.
- Authors of any publications arising out of the research projects will have to acknowledge the Society as the funding agency.
- The Research Committee of EMSS understands that research is competitive and data/knowledge is accumulating at a rapid rate. Thus the aim of study stated in the original project proposal might become obsolete. There is also an increasing need for collaboration between different disciplines since technical expertise might not be readily available to the Principal Investigators (PIs).

PIs should update the Research Committee at any point in time during the study period with regards to the following:

- Any deviation from the original aim of the study, as proposed in the project submission
  - New collaborators sought during the study period
  - In the event that collaborators need to be listed as co-PIs, the PI of the project should write in to the Research Committee, and permission will only be granted, subjected to the approval of the Executive Committee.
- Failure to comply with the above guidelines may result in ineligibility for any future applications for EMSS funding in the capacity of PI or collaborators.



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## **EMSS research grant application 2017**

### ***Principal Investigator***

- Name:
- Current position:
- Office Address:
- Contact (phone/email):
- Member of EMSS:

### ***Co-Investigator(s)***

### ***Title of research proposal***

### ***Summary of research proposal*** (300 words)

*Describe concisely the aims, hypotheses, methodology and approach of the study. The abstract must be self contained and it should serve as an accurate description of the project when viewed separately*

### **Abstract**

**Background:**

**Specific Aims:**

**Hypotheses:**

**Research Design & Methods:**

**Clinical Significance:**

### ***Details of research proposal***

**Specific Aims:**

**Hypotheses:**

**Duration of study:** (max 3 years)

- **Introduction**

*Provide the background information leading to the research ideas; give a succinct account of publications indicating the relevance and importance of the proposal*



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- **Methodology**
  
- **Preliminary Data (if available):**
  
- **References:**
  
- **Projected Budget** – Manpower (EOM), Equipment(EQPT), Other Operating Expenses (OOE):
  
- **List of Co-investigators / Collaborators:**
  
- **Supervisor of Project (for AST trainees):**
  
- **IRB Ethics Approval / Animal Ethics Board (IACUC) Approval**
  
- **Curriculum vitae**

Please provide (**attach after this page**), in no more than **1 page** per team member, the CV of each investigator. **Use Arial font size 10**. You may wish to include the following:

- Name
- Current position and past employment history
- Academic qualifications (indicate institution's name and year degree awarded)
- Research interests
- Relevant 10 publications
- Patents held (related or unrelated to study)
- Recent awards (Scientific awards)



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### **Guidelines for existing EMSS research grants**

- For existing EMSS research grants which have not been completed, note that a report stating the progress of the project must be submitted to Dr Sanjaya Dissanayake ([drsanjaya@gmail.com](mailto:drsanjaya@gmail.com)) / Dr Melvin Leow ([melvin\\_leow@ttsh.com.sg](mailto:melvin_leow@ttsh.com.sg)) by 1<sup>st</sup> March 2017, to be presented at the Annual General Meeting in 2017.
- Extension of the study period (maximum of 1 year) can be obtained by writing to the Research Committee of EMSS.
- The Research Committee of EMSS understands that research is competitive and data/knowledge is accumulating at a rapid rate. Thus the aim of study stated in the original project proposal might become obsolete. There is also increasing need for collaboration between different disciplines since technical expertise might not be readily available to the Principal Investigators (PIs).

PIs should update the Research Committee at any point in time during the study period with regards to the following:

- Any deviation from the original aim of the study, as proposed in the project submission;
  - New collaborators sought during the study period
  - In the event that collaborators need to be listed as co-PIs, the PI of the project should write in to the Research Committee, and permission will only be granted subjected to the approval of the Executive Committee
  - Only the Executive Committee can approve any change in the area of subspecialty of the study (e.g. changing a project on thyroidology to lipidology). The PI of the project should write in to the Research Committee justifying the change in topic. In the event that a change is not allowed, the PI may be asked to continue with the original project with modifications of aims or donate the research funds back to the society.
- Authors of any publications arising out of the EMSS research projects will have to acknowledge the Society as the funding agency
  - Failure to comply with the above guidelines may result in ineligibility for any future applications for EMSS funding in the capacity of PI or collaborators.



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**Acceptance of general conditions by the Principal Investigator**

If my application is successful, I agree to abide by the following terms:

- I shall be actively engaged in the project
- I will provide EMSS with regular progress report of the project (once a year by 31 Dec)
- I will provide EMSS regular updates of the use of funds (once a year by 31 Dec)
- I will acknowledge EMSS' support when our work is published
- If the research is not completed within the timeframe indicated in this application, EMSS reserves the right to recall unused funds.
- I will notify EMSS should I encounter or anticipate a delay in the completion of the project. Upon approval from EMSS, the unused grant may remain with the project until completion.
- Upon completion of the project or in the event my application to EMSS to extend the timeframe of the project is rejected, I will return the unutilised funding to EMSS.

Signature:

Date: