



## U.S. CIVILIAN RESEARCH & DEVELOPMENT FOUNDATION 2008 BIOMEDICAL RESEARCH COMPETITION

### I. Introduction and Scope

The U.S. Civilian Research & Development Foundation (CRDF) is currently accepting proposals for its **Biomedical Research Competition**.

The primary goals of the Biomedical competition are to:

- Support high-quality, innovative, basic, and applied research and development by establishing sustainable joint U.S.-International research collaborations; and
- Provide an alternative to emigration for International scientists.

This program provides up to two years of support to joint research teams of U.S. and International scientists. Proposals may be submitted for consideration on civilian research topics in the biomedical sciences.

Individuals from the following countries are eligible to submit proposals and serve as team members: **Armenia, Azerbaijan, Estonia, Georgia, Latvia, Lithuania, Kazakhstan, Kyrgyz Republic, Moldova, Poland, Russian Federation, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan.**

CRDF is a private, nonprofit charitable organization created by the United States Government in 1995 to promote international scientific and technical collaboration. More information about CRDF can be found at <http://www.crdf.org>. Funding for this program is being provided by U.S. National Institutes of Health (NIH).

### II. Program Guidelines

#### A. General

The total maximum grant size is \$90,000 for up to two years. At least 80% of the funds awarded to each project must be used for the International team's expenses, including institutional support. No more than 20% may be used for the U.S. team's expenses. These funds will be allocated separately and administered directly to the individuals and institutions involved.

Proposals will be accepted to the 2008 Biomedical competition according to the following schedule:

2008 Biomedical Proposal Deadline	Eligible General Scientific Area	Announcement of Results
Friday, April 25, 2008 11:59 pm (23:59) Eastern Daylight Savings Time	<ul style="list-style-type: none"> <li>• Biomedical Sciences               <ul style="list-style-type: none"> <li>○ Vision Research</li> <li>○ HIV/AIDS &amp; Related Infections Research</li> <li>○ Allergies and Infectious Disease Research</li> <li>○ Environmental Health Research</li> </ul> </li> </ul>	Friday, October 24, 2008
<p>All projects must contain a statement that clearly identifies which of the four eligible biomedical areas is addressed in the proposal.</p> <p>All proposals must be submitted electronically through the Cooperative Grants Program Electronic Proposal Submission (EPS) site at the following location:</p> <p style="text-align: center;"><a href="http://proposals.crdf.org/cgp">http://proposals.crdf.org/cgp</a></p>		

Please see instructions below for details on eligibility and submission requirements.

## B. Biomedical Sciences Submissions

Only projects in the following Biomedical Sciences sub-disciplines will be considered for this competition:

1. **Vision Research (Ophthalmology):** Projects that focus on the prevention and treatment of potentially blinding vision diseases, visual disorders, preservation of sight, mechanisms of visual functions as well as health problems associated with visual impairment and blindness. Key research areas include:
  - a. Retinal Diseases
  - b. Corneal Diseases
  - c. Lens & Cataracts
  - d. Glaucoma & Optic Neuropathies
  - e. Strabismus, Amblyopia, Visual Processing
  - f. Low Vision & Blindness Rehabilitation
  - g. Ocular Genetics
  - h. Ocular Infection, Inflammation and Immunology

**Maximum award amount for a Vision Research grant is: \$ 75,000**

2. **HIV/AIDS and Related Infections Research (Infectious Diseases):** Projects in basic science, prevention, therapeutics, clinical investigations, observational studies and vaccines, with the goal of addressing causes, prevention, diagnosis or treatment of the disease. Key research areas include:
  - a. Cardiovascular Disorders in the Presence of HIV infection
  - b. HIV-Associated Lung Infections
  - c. Inter-Relationships of Sleep, Fatigue and HIV/AIDS
  - d. Interventions and novel chemotherapeutic approaches

**Maximum award amount for a HIV/AIDS and Related Infections Research grant is: \$ 85,000**

3. **Allergy and Infectious Disease Research (Immunology):** Projects that address the diagnosis, detection, prediction prevention, treatment and drug resistant issues of infectious, immunological and allergic diseases. Key research areas include:
  - a. Allergic Diseases
  - b. Autoimmune Diseases
  - c. Infectious Diseases
  - d. Bacterial, Viral, Fungal and Parasitic Infections
  - e. Immunobiology
  - f. Biodefense and Related Programs
  - g. Food Allergy
  - h. Transplantation

**Maximum award amount for an Allergy and Infectious Disease Research grant is: \$ 90,000**

4. **Environmental Health Research (Environmental Health):** Projects that investigate how environmental agents cause or exacerbate human diseases and disorders; specifically, projects that focus on diseases that have a strong environmental component and a high or increasing prevalence in the U.S., European and Asian populations. Key research areas include:
  - a. Environmental Health Hazards Detection and Prevention
  - b. Biomarkers
  - c. Environmental Epigenetics
  - d. Genetic Variations/ Polymorphisms and Environmentally Induced Disease Susceptibility
  - e. Exposure Routes
  - f. Population Research
  - g. Engineered Nanomaterials
  - h. Built Environment and Obesity
  - i. Toxicology

**Maximum award amount for an Environmental Health Research grant is: \$ 49,000**

## C. Eligibility

Each proposal must meet each of the following eligibility criteria:

1. Each proposal must have **one International Principal Investigator** and **one U.S. Principal Investigator**, who share overall responsibility for the project in their respective countries, coordinating all project participants and institutions.
2. Each Principal Investigator must:

- a. Possess the degree of Ph.D., M.D., or the equivalent research experience,
  - b. Have at least five (5) scientific publications in peer-reviewed scientific literature (if the applicant has received his or her Ph.D., M.D., or the equivalent in the past six (6) years, three (3) publications are required), and
  - c. Work full-time in a civilian research environment.<sup>1</sup>
3. The International Principal Investigator must be a citizen and permanent resident of one of the following countries: Armenia, Azerbaijan, Estonia, Georgia, Latvia, Lithuania, Kazakhstan, Kyrgyz Republic, Moldova, Poland, Russian Federation, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan.
  4. All International participants must reside in one of these listed countries for the majority of the grant period.
  6. All projects must be oriented toward non-military objectives and must be carried out in a civilian research environment.
  7. Each proposal is evaluated independently and therefore should not be part of, nor depend on the success of, other proposals submitted to this program.
  8. Principal Investigators who have a previous or current CRDF award, that are within six (6) months of completion as of the submission deadline, are eligible to apply to this program. Applicants who are previous or current CRDF grantees must be up to date on the submission of all progress reports, including final project reports.
  9. CRDF reserves the right to restrict the participation of any individual or institution in its programs. CRDF complies with all U.S. laws and regulations pertaining to export control and the participation of foreign nationals or institutions in its activities. It is the policy of CRDF not to conduct any transactions with U.S. restricted entities without appropriate authorization from the U.S. Government.

#### **D. General Proposal Submission Instructions**

**All proposals must be submitted electronically through the Electronic Proposal Submission (EPS) site at the following location: <http://proposals.crdf.org/cgp>**

All proposals must include a Cover Sheet (Form A) with basic information about the proposal, International Principal Investigator, International Institute Director, U.S. Principal Investigator, and the U.S. Institutional Representative.<sup>2</sup> Each proposal must include all of the elements in Section II.G below, including information on key project personnel.

**Proposals should be submitted only ONE time and by only ONE Principal Investigator on the project.**

The International and U.S. Principal Investigators should jointly develop the proposal and obtain the concurrence of the International Institute Director and U.S. Institutional Representative. Once the proposal has been finalized, they should select one Principal Investigator to submit the proposal electronically through the CRDF website.

At the conclusion of the electronic submission process, both the International and U.S. Principal Investigator will receive a confirmation message from CRDF. A copy of this message will also be sent to the International Institute Director and the U.S. Institute Representative identified in the proposal. Further instructions on electronic proposal submission are available at the above website.

#### **E. Review of Proposals**

---

<sup>1</sup> U.S. Government Laboratory employees working on civilian-oriented research and development projects are eligible to apply to this program.

<sup>2</sup> The U.S. Institutional Representative is an individual with the legal authority to commit the U.S. institution to the proposal/contractual arrangement and to negotiate the financial terms of an award agreement with CRDF.

All proposals will be screened for eligibility and completeness upon receipt by CRDF. Scientific merit review will be performed by expert panels and external reviewers appointed by CRDF. The panels will use the evaluation criteria described below in Section II.F to reach their funding recommendations.

All awards are subject to the availability of funding from U.S. Government agencies sponsoring this competition.

## F. Evaluation Criteria

CRDF panels and external reviewers utilize the following criteria in the evaluation of proposals for this program.

1. **Technical Merit:** Whether the project proposes innovative methods and how well the individual elements of the research plan fit with the overall project goals.
2. **Research Plan:** The technical soundness of the proposed work, practicality of the project's management plan, and adequacy of the resources available, both technical and financial.
3. **Research Impact:** The probability that the project will result in new knowledge or have impact on one or more research fields, and the potential that the project processes or results will serve as the basis for new or improved technology.
4. **Personnel Capacity:** The expertise of the investigators and other participants, including the strengths and weaknesses of each partner, as well as the balance of the collaboration and distribution of partnership benefits.
5. **Benefit to Education and Infrastructure:** Appraisal of the project's provision of opportunities for personnel (participation of young scientists, university researchers, female scientists), the sharing of equipment and resources among all institutions involved, and the project's long-term positive impact on social, economic, or environmental issues in the countries involved.

## G. Proposal Contents

All proposals must be written in English. We highly encourage applicants to review **Frequently Asked Questions** and **Grant Writing Tips** at [http://www.crdf.org/focusdocs/focusdocs\\_show.htm?doc\\_id=428393](http://www.crdf.org/focusdocs/focusdocs_show.htm?doc_id=428393). These resources include sample forms and examples on how to avoid common mistakes in proposal preparation.

Each proposal must include all of the following elements. Only applications that include this information will be considered eligible and complete for review. **All proposals should be typed, single-spaced, in English, with margins of one inch at the sides and on the top and bottom, a maximum of 22 pages (including forms), and with pages numbered consecutively in the upper right corner. Proposals should also have a font size of no less than Arial 10-point.**

Applicants are required to use the electronic templates for Forms A-D, provided at the end of this Program Announcement. Prior to submission, please refer to the **Checklist of Documents Required for Proposal Submission** located at the bottom of **Section III**.

**IMPORTANT:** No proposal may exceed 22 pages in length with font that is **no smaller than 10-point Arial. Times New Roman 10-point font is NOT Allowable.** Additional pages are acceptable *only* for Protocol Summary Form for Human Subjects Research, Animal Subject Research and For-Profit or Cost-Sharing Commitment letters. For additional information about these requirements, please refer to **Section II.N.1-4** for full description of these requirements.

1. **Cover Sheet (Form A).** The cover sheet should include basic information about the proposal, International Principal Investigator, International Institute Director, the U.S. Principal Investigator, and

the U.S. Institutional Representative. The U.S. Institutional Representative is the individual who would be responsible for negotiating contractual and financial terms in the case of award. This information must also be entered during the electronic proposal submission process.

2. **Abstract.** In one concise paragraph, summarize all relevant aspects of the project, with special attention to its objectives, methods, and potential results. **Important Note:** At the beginning of the Abstract, projects must contain a statement that clearly indicates which of the four eligible biomedical areas is addressed in the proposal. Please refer to **Section II.B.1-3** for a full description of eligible biomedical science areas.
3. **Project Narrative (8 pages maximum, including any graphs, diagrams, photos or references cited).** Describe:
  - a. The approach, objectives, milestones, and measurements of success that will be used;
    - i. A clearly defined project timeline, noting all project tasks and goals to be accomplished during each quarter should also be included.
  - b. How the individual and combined competencies of the International and U.S. research teams will enable the project to be carried out, and what relevant prior work has been carried out by members of the team;
  - c. The anticipated results of the project and how they address the CRDF evaluation criteria listed in Section II.F (above);
  - d. How the project compares to current research conducted in the topic area;
  - e. Equipment to be utilized in the project, with special focus on justifying requests for any equipment for which CRDF support is requested;
  - f. How the International and U.S. Principal Investigators will coordinate project implementation and assess progress at regular intervals. Each project must involve significant and substantive cooperation between the International and U.S. teams. All proposed international travel to be funded under the project must be described in terms of its purpose and duration.
4. **International and U.S. Principal Investigator Curricula Vitae.** The proposal must contain a *curriculum vitae* of no more than one page for each Principal Investigator. It should include the individual's name, title, educational background, current and previous institutional affiliations with dates, area of expertise, and his or her most recent scientific publications of relevance to the project. Each Principal Investigator must list at least five (5) publications of relevance.
5. **International and U.S. Personnel Data (Form B).** Please complete this form for each participant on the International and U.S. team, including researchers/engineers, technical/scientific support staff, graduate and undergraduate students, administrative/clerical support staff, and secondary collaborators.

Form B is for additional team personnel only; the International and U.S. Principal Investigators do not need to complete Form B with their own information. Please copy this page as necessary, but also note that two Form B's can be combined on a single page.

In the relevant section within Form B, a short curriculum vitae for each International and U.S. participant must be included. Each participant's curriculum vitae should be no longer than a half-page and should include brief information on the participant's educational background, current and previous institutional affiliations with dates, area of expertise, and his or her most recent scientific publications of relevance to the project. All information provided in Form B, including the list of publications, must be written in English.

<b>IMPORTANT:</b> U.S. personnel are not required to offer information regarding their dates of birth.
--

- 6. Budget (Form C).** A complete budget must be submitted using the Form C template. Applicants should submit one budget (Form C) for the entire award period. Applicants should refer to the “Budget Guidelines” in **Appendix 3** for information to be listed in the budget.

**Note on Cost-Sharing and In-Kind Contributions:** CRDF encourages cost-sharing under its programs to maximize the resources devoted to projects it supports. CRDF requires cost-sharing from for-profit companies applying to the program. General guidance on cost-sharing and in-kind contributions can be found in **Appendix** and on the CRDF website at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=318877](http://www.crdf.org/policies/policies_show.htm?doc_id=318877).

- 7. Budget Narrative.** A separate sheet explaining all budget items in detail must follow the Budget (Form C). This sheet should be clearly marked “Budget Narrative.” Applicants should refer to the “Allowable Costs” in Section II.H and the “Budget Guidelines” in **Appendix 3** for information that should be described in detail in the Budget Narrative. Requested equipment items with a value of over \$1,000 must be explained in the Budget Narrative.
- 8. Statement of Other Support (Form D).** Both Principal Investigators must complete the Statement of Other Support (Form D), listing current and pending sources of support for all their research projects, excluding those that are already included under the “**COST-SHARING FROM NON-CRDF SOURCES**” section in the budget. Applicants with grants from U.S. Government sources, such as NIH or NSF, should indicate the grant number, duration of the award and level of effort. Even if a Principal Investigator has no other sources of support the box marked “None” at the top of Form D must be checked and the form still needs to be included with the proposal. If this proposal has also been submitted to another organization, please indicate this information clearly in Form D.
- 9. U.S. Principal Investigator Partnership Statement.** The U.S. Principal Investigator must provide a signed statement on organizational letterhead certifying his or her agreement to the collaboration. A scanned copy of this agreement must be included in the proposal when it is submitted to CRDF. An example of a Partnership Statement can be found in **Appendix 4**.

## H. Allowable Costs

Awards average approximately \$60,000 over a two-year period. No proposal requesting more than \$90,000 will be considered by CRDF. ***In case of an award, the project budget may be subject to revision by CRDF staff. Please refer to Budget Guidelines (Appendix 3) for maximum award amount in each biomedical research category.***

The following costs are permitted under CRDF guidelines for this program:

- 1. International Team Expenses.** ***Support for the International team’s expenses may account for no less than 80% of the total amount requested from CRDF.*** No International taxes may be included in any budget proposal submitted to CRDF. Allowable expenses include:

- a. Individual Financial Support.** Individual Financial Support (IFS) is defined as payments made to individual project participants for work performed on the project (i.e., labor costs). CRDF calculates individual financial support based on the level of effort and the professional level of each participant. A month for full-time personnel is considered 22 days, with each day made up of 8 hours of work. The IFS requests in the budget must be prorated to correspond to the direct level of effort each individual will devote to the project. Actual individual financial support requests may not exceed \$700 per month for the International Principal Investigator and may not exceed \$600 per month for other members of the International team. In order to produce appropriate “Level of Effort” calculations, applicants should refer to the below:

“Level of Effort” in IFS Payments:

[http://www.crdf.org/granteefags/granteefags\\_show.htm?doc\\_id=300514](http://www.crdf.org/granteefags/granteefags_show.htm?doc_id=300514).

“Level of Effort” Tracking Log:

[http://www.crdf.org/granteefoms/granteefoms\\_show.htm?doc\\_id=294008](http://www.crdf.org/granteefoms/granteefoms_show.htm?doc_id=294008).

Typical IFS daily rates for a number of professional levels are shown below. Please consider these rates, as well as geographical, cost-of-living, and other factors, when calculating individual financial support for project personnel.

Position	Range of Maximum IFS Daily Rates	Maximum Rate Not to be Exceeded	Maximum Amount Per Person Per Month
Principal Investigator/ Project	\$22.73 to \$31.82	\$31.82	\$700
Senior Researcher/Engineer	\$18.18 to \$27.73	\$27.73	\$600
Junior Researcher/Engineer	\$13.64 to \$22.73	\$22.73	\$500
Technical/Scientific Support Staff	\$9.09 to \$13.64	\$13.64	\$300
Student	\$4.55 to \$13.64	\$13.64	\$300
Administrative/Clerical Support Staff	\$3.41 to \$9.09	\$9.09	\$200

b. **Equipment, Supplies and Services.** This includes support for research equipment, including computers and telecommunications devices and/or services, subscriptions to scientific journals, reagents, and other materials to be used in the research. Any requested item of equipment valued at more than \$1,000 must be specifically described and justified in the Budget Narrative.

If the proposal is to include services of professional consultants or service providers such as legal counsel, patent consultants, or other services, these services must be detailed in the Budget Narrative with a justification as to their necessity for successful execution of the project.

c. **Travel.** Transportation and per diem support for travel of International personnel in connection with the project should be requested and described in the Budget Narrative. **International travel to collaborating labs is strongly encouraged.** Travel funds may also be used for domestic travel within Eurasia. Limited support is also available for travel to international scientific meetings. The following cost guidelines should be used in preparing the budget:

1. **International Transportation.** CRDF-supported travelers must purchase the lowest-cost applicable round-trip airfare from Eurasia. Travelers must comply with the provisions of the Fly America Act. For more information, please see [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=291723](http://www.crdf.org/policies/policies_show.htm?doc_id=291723).
2. **Travel Allowances.** Applicants should refer to CRDF International Travel Allowances when preparing their travel budget. These allowances can be found on the CRDF website at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=291725](http://www.crdf.org/policies/policies_show.htm?doc_id=291725) for International grantees traveling to the United States. These allowances cover lodging, meals, and incidental expenses. Health insurance is mandatory for all travel under CRDF awards and should be included in the proposal budget in addition to the travel allowance. Visa fees are allowable expenses and may be included in the proposal budget.

The maximum time abroad for any one CRDF-supported traveler is eight months over the course of an award. No single visit may exceed four months. It is also important to provide a justification and a description of the travel plans within the Budget Narrative.

d. **Secondary Collaborators.** Secondary collaborators are institutions other than the International or U.S. principal institutions that will participate in the proposed project and receive support under a CRDF award. Secondary collaborators may participate in the form of sub-contracted work and may

include any allowable costs described in this section. All secondary collaborator personnel and facilities must be specifically listed and described in the proposal. A separate budget justification for each secondary collaborator must be included in the Budget Narrative.

Secondary collaborators must be citizens of and located in **Armenia, Azerbaijan, Estonia, Georgia, Latvia, Lithuania, Kazakhstan, Kyrgyz Republic, Moldova, Poland, Russian Federation, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan**. Teams of secondary collaborators from countries other than that of the International Principal Investigator must be clearly indicated in the Budget Narrative, describing the institution's technical capability, the budget allocations, and the contact name and information for the secondary collaborator team's leader.

e. **Institutional Support.** International grantees must include in their budgets an allowance for institutional costs of 10% of the total International team expenses.

f. **Administrative Superiors.** An "Administrative Superior" is defined as an individual who has direct administrative authority over the Project Director/Principal Investigator, and who works within the same division, laboratory, or unit as the Project Director/Principal Investigator.

CRDF discourages the inclusion of an administrative superior in a proposal in any role for which individual financial support is requested. For authorization to include an administrative superior in a project, please see CRDF's guidelines at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=311224](http://www.crdf.org/policies/policies_show.htm?doc_id=311224).

**2. U.S. Team Expenses. Support for the team's expenses may account for no more than 20% of the total amount requested from CRDF.** U.S. teams from universities, non-profits, or U.S. government institutions may request funds for expenses. U.S. teams from for-profit companies may not request any U.S. team expenses from CRDF. As described in *Appendix 2*, such companies are required to cover all U.S. team expenses and contribute 10% towards the International team's expenses by committing cash, materials, or in-kind contributions. These expenses and their amounts should be described in the Budget (Form C) and in the Budget Narrative.

For eligible teams, CRDF will distribute support to the U.S. team on a reimbursement basis. Allowable expenses include:

a. **Travel Expenses.** Transportation and travel allowances for U.S. personnel traveling to Eurasia in connection with the project are permissible expenses and should be described in the Budget Narrative. All CRDF-supported travel for U.S. personnel must comply with the Fly America Act. For more information, please see [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=291723](http://www.crdf.org/policies/policies_show.htm?doc_id=291723).

Travel allowances for U.S. travelers to foreign destinations may not exceed the listings found on the CRDF website at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=291099](http://www.crdf.org/policies/policies_show.htm?doc_id=291099).

b. **Supplies and Services.** Supplies and services may be requested up to \$5,000 per year, not to exceed \$10,000 for the entire award period. In addition to supplies and services, support for expendable pieces of equipment may be requested, as long as the depreciated life of the piece of equipment purchased does not exceed the term of the grant

c. **Graduate Student Stipend.** The U.S. team may request individual financial support for a graduate student member of the team, for a maximum of \$10,000 for the entire award period. The graduate student stipend may include fringe benefits or tuition remission. For graduate students who are not yet identified, but whose participation is planned, please clearly indicate their participation and request for support in the Budget Narrative. Applicants should indicate such graduate students on the Budget (Form C) as "Planned Graduate Student."

***For the U.S. team, CRDF does not provide individual financial support for non-student participants, and does not support large-scale equipment purchases.***

d. **Administrative Fee.** To cover expenses incurred in the administration of the CRDF grant, the U.S. Principal Organization is allowed to request up to 10% of the U.S. team's expenses to cover

administrative costs. This amount in conjunction with the U.S. team's expenses cannot exceed the 20% portion of the project total that the U.S. is allowed to request.

### **I. Intellectual Property**

CRDF makes no claim to intellectual property rights under any award. CRDF's primary interest is that intellectual property rights be equitably allocated. Both the International and U.S. parties should be familiar with, and abide by the laws regarding intellectual property in their respective countries, including regulations regarding grants for research projects.

### **J. Award Administration Terms and Conditions**

Applicants may refer to the CRDF website for guidance on CRDF policies and procedures relating to the financial and contractual management of CRDF grants, including conflict of interest guidelines. An online library of resources and reference documents may be viewed at the following location: <http://www.crdf.org/granteeinfo/>.

### **K. Conflict of Interest**

CRDF requires that all Project Directors/Principal Investigators and Principal Institutions adhere to the highest ethical standards in all matters related to CRDF awards. CRDF Conflict of Interest Guidelines are further outlined at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=296472](http://www.crdf.org/policies/policies_show.htm?doc_id=296472).

### **L. Confidentiality**

CRDF will treat all proposals as confidential material and will require all panelists and reviewers to respect the confidentiality of proposals. However, proposal authors should be aware that successful proposals will be treated as public information. Therefore, at the author's discretion, if there is specific information in the proposal that is business-confidential and not intended for public dissemination, it should be clearly labeled as such at the top and bottom of the applicable page of the proposal. Such passages will be withheld from public distribution if the proposal is successful.

CRDF will also share copies of proposals with its counterpart agencies in Eurasia, upon request of those counterpart agencies. CRDF requires the counterpart agencies to follow the same policies above regarding the confidentiality of all proposals.

### **M. International Counterpart Agencies**

CRDF works closely with counterpart research and development agencies and organizations in Eurasia concerning the civilian research and development priorities that might be reflected in this and other CRDF programs. A list of these counterpart agencies and their contact information is accessible via the CRDF website at [http://www.crdf.org/about/about\\_show.htm?doc\\_id=293990](http://www.crdf.org/about/about_show.htm?doc_id=293990).

### **N. Proposal Documentation and Special Requirements**

Additional proposal documentation and special certifications may be required for proposals that contain any of the following elements:

- Inclusion of human subjects research;
- Inclusion of animal subjects research or animal biomaterials;
- Participation of former weapons scientists;
- Submissions from Russia, Kazakhstan, Ukraine, Uzbekistan;
- Cost-sharing and the participation of for-profit companies;

1. **Guidelines for Proposals Involving Human Subjects Research.** All proposals involving human subjects research must adhere to CRDF's policy and guidelines on funding support for such projects. Please refer to the CRDF website at [http://www.crdf.org/terms/terms\\_show.htm?doc\\_id=292607](http://www.crdf.org/terms/terms_show.htm?doc_id=292607).

Each proposal involving human subjects research must include a completed Protocol Summary Form, available for download from the CRDF website at [http://www.crdf.org/granteeforms/granteeforms\\_show.htm?doc\\_id=305885](http://www.crdf.org/granteeforms/granteeforms_show.htm?doc_id=305885), and related supporting documentation.

These materials, indicating an approval or an exemption of the project to use human subjects, must be submitted during electronic proposal submission along with the proposal materials as described in Section II.F.

- 2. Guidelines for Proposals Involving Research on Animals or Animal Biomaterials:** All proposals involving animal research must adhere to CRDF’s policy and guidelines on funding support for such projects.

Each proposal involving animal research must include a completed IACUC Protocol Summary Form, available for download from the CRDF website at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=507884](http://www.crdf.org/policies/policies_show.htm?doc_id=507884) and related supporting documentation as specified in this form.

These materials, indicating an approval or an exemption of the project to use animals or animal biomaterials, must be submitted along with the proposal materials as described above.

- 3. Participation of Former Weapons Scientists.** CRDF strongly encourages the full-time inclusion of Russian scientists and engineers formerly engaged in weapons research, including work on weapons of mass destruction, in the civilian research projects funded through this program. CRDF gives special consideration to proposals under this program that include full-time participation of Russian former weapons scientists or engineers in civilian research environments. Participants who were formerly engaged in weapons research are required to indicate such experience on Forms A and B of their proposal, according to **Appendix 1** or the Weapons Expertise Classifications listed at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=296477](http://www.crdf.org/policies/policies_show.htm?doc_id=296477).

**Requirements for Russian Former Weapons Scientists.** For proposals including individuals from Russia who were formerly engaged in weapons research, the Russian Principal Investigator must receive written authorization as indicated below. CRDF strongly recommends that such applicants contact the appropriate CRDF counterpart agency at least one month prior to the proposal submission deadline.

**Requirements for Kazakh Former Weapons Scientists.** For proposals including individuals from Kazakhstan who were formerly engaged in weapons research, the Kazakh Principal Investigator must receive written authorization as indicated below. CRDF strongly recommends that such applicants contact the appropriate CRDF counterpart agency at least one month before the proposal is to be submitted.

Applicants with Weapons Experience	Requirements
Russia	<ul style="list-style-type: none"> <li>• The Russian Principal Investigator must receive written authorization from the Russian Institute Director.</li> <li>• Russian applicants must submit this written authorization to CRDF Moscow Office, together with Proposal Overview Form, postmarked by April 8, 2008.</li> <li>• A sample Defense Authorization Letter is available on CRDF’s website at <a href="http://www.crdf.org/focusdocs/focusdocs_show.htm?doc_id=428393">http://www.crdf.org/focusdocs/focusdocs_show.htm?doc_id=428393</a>.</li> </ul>
Kazakhstan	<ul style="list-style-type: none"> <li>• The Kazakh Principal Investigator must receive written authorization from the appropriate CRDF counterpart agency in Kazakhstan before proceeding with preparation of a proposal to CRDF. Contact information for the CRDF counterpart agencies is provided on the CRDF website at <a href="http://www.crdf.org/about/about_show.htm?doc_id=293990">http://www.crdf.org/about/about_show.htm?doc_id=293990</a>.</li> <li>• A Principal Investigator must declare that written authorization was received for all researchers with weapons experience during online submission of their proposal to CRDF.</li> </ul>

#### 4. Special Instructions for Submissions from Kazakhstan, Russian Federation, Ukraine, and Uzbekistan.

- a. In addition to submitting an electronic version of the proposal to the CRDF website, applicants from **Ukraine** must submit two (2) hardcopies of the proposal to the address of the Ministry of Education and Science of Ukraine. Applicants from Kazakhstan must submit 2 hardcopies of the proposal to CRDF counterpart agency in Kazakhstan. Both proposal hardcopies must begin with a Cover Sheet (Form A) that includes the signatures of the International Principal Investigator and the International Institute Director.

In addition to the two hard copies of the proposal, applicants from Ukraine are required to submit a Ukrainian-language translation of their proposal.

All hard copy and language text materials from applicants must be submitted to the relevant counterpart or representative office, postmarked by the online submission deadline.

Applicants from the **Russian Federation** are no longer required to submit hardcopies of their full proposals to CRDF Moscow office. Applicants should; however, complete the Proposal Overview Form available on the CRDF website at [http://www.crdf.org/focusdocs/focusdocs\\_show.htm?doc\\_id=428393](http://www.crdf.org/focusdocs/focusdocs_show.htm?doc_id=428393) and mail this form to the Moscow office- postmarked by February 1, 2007.

- b. In accordance with applicable regulations of the Government of Uzbekistan, all proposals received involving scientists from **Uzbekistan** must be accompanied by an official "Conclusion" (zakliuchenie) from the Committee for Coordination of Science and Technology Development of the Cabinet of Ministers of the Republic of Uzbekistan in order to be considered for funding by CRDF. Please include a scanned copy of this document when submitting your proposal. Proposals submitted without this document cannot be reviewed for funding. For guidance on how to obtain the official "Conclusion" please contact:

Committee for Coordination of Science and Technology Development,  
Cabinet of Ministers of the Republic of Uzbekistan  
Prof. Erkin A.Zakhidov  
Executive Director  
Cc: Dr. Rustam M.Saidov  
Head of Department on Development of International Science and Technology Cooperation  
62 Amir Temur Str.,  
700000 Tashkent, Uzbekistan  
Tel.: 998-71-137-6247  
Fax: 998-71-137-6158

**Summary Table of Special Requirements for Applicants from  
Kazakhstan, Russian Federation, Ukraine, and Uzbekistan**

<b>International Principal Investigator Country</b>	<b>Requirements</b>	<b>Specifications</b>	<b>Submission Recipient</b>
<b>Kazakhstan</b>	<ul style="list-style-type: none"> <li>• 2 hardcopies of proposal</li> </ul>	<ul style="list-style-type: none"> <li>• No special instructions</li> </ul>	<ul style="list-style-type: none"> <li>• CRDF counterpart agency in Kazakhstan</li> </ul>
<b>Russian Federation</b>	<ul style="list-style-type: none"> <li>• Proposal Overview Form</li> </ul>	<p>The form must be completed in Russian language. The Russian text must include:</p> <ul style="list-style-type: none"> <li>• Russian Principal Investigator name and institution</li> <li>• Russian Institution Director name</li> <li>• Project Abstract (Section II.F.2.)</li> </ul>	<ul style="list-style-type: none"> <li>• CRDF Moscow Office (listed in Information Section III)</li> </ul> <p>All documentation will be shared with the Ministry of Education and Science and the Federal Agency for Science and Innovation.</p>
<b>Ukraine</b>	<ul style="list-style-type: none"> <li>• 2 hardcopies of proposal</li> <li>• Ukrainian-language text</li> </ul>	<p>The Ukrainian text must include:</p> <ul style="list-style-type: none"> <li>• Project Narrative (Section II.F.3.)</li> <li>• “Expert conclusion” (<u>ekspertnyi vysnovok</u>) from the participating Ukrainian institution stating that proposal may be published abroad</li> <li>• Author’s statement certifying observance of regulations regarding information classified for national security purposes and patent law</li> <li>• Forms for these requirements can be obtained by email from CRDF Ukrainian Office (listed in Information Section III)</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry of Education and Science of Ukraine</li> </ul>
<b>Uzbekistan</b>	<ul style="list-style-type: none"> <li>• Copy of official “Conclusion”</li> </ul>	<ul style="list-style-type: none"> <li>• At the time of electronic submission to CRDF, proposal must be accompanied by an official “Conclusion” (zakliuchenie) from the Committee for Coordination of Science and Technology Development of the Cabinet of Ministers</li> </ul>	<ul style="list-style-type: none"> <li>• CRDF</li> </ul>

**CRDF counterpart agencies are listed on CRDF website at**  
[http://www.crdf.org/about/about\\_show.htm?doc\\_id=293990](http://www.crdf.org/about/about_show.htm?doc_id=293990).

### **III. Information**

For questions about the electronic proposal submission process, or for further information about this program, please contact the CRDF offices below. **Inquiries by e-mail are strongly encouraged and will result in prompt response.**

#### **UNITED STATES**

U.S. Civilian Research & Development Foundation (CRDF)  
Cooperative Grant Programs  
1530 Wilson Boulevard, 3<sup>rd</sup> Floor  
Arlington, Virginia 22209  
Telephone: 703-526-9720  
Fax: 703-526-9721  
Email: [cgp@crdf.org](mailto:cgp@crdf.org)  
Senior Program Manager: Kathleen Meehan Coop

#### **UKRAINE**

U.S. Civilian Research & Development Foundation (CRDF)  
4 Bogomoltsa Street, Room 134  
Kyiv 252024, UKRAINE  
Telephone: 380-44-253-7223 or 380-44-256-2543  
Fax: 380-44-253-4577  
Email: [artn@ln.ua](mailto:artn@ln.ua) or [science@ln.ua](mailto:science@ln.ua)  
Office Director: Natalia Artiukhovskaya

#### **KAZAKHSTAN**

U.S. Civilian Research & Development Foundation (CRDF)  
2 Orynbor Street  
16 Block "V", 4<sup>th</sup> Floor  
Rooms 18 and 19  
Astana, KAZAKHSTAN  
Telephone: 7-701-710-6894  
Email: [kshakenov@crdf.org](mailto:kshakenov@crdf.org)  
Office Director: Kanat Shakenov

#### **RUSSIAN FEDERATION**

U.S. Civilian Research & Development Foundation (CRDF)  
Ul. Miklukho-Maklaya 16/10, 206  
Shemyakin and Ovchinnikov Institute of Bioorganic Chemistry, RAS  
Moscow 117997, RUSSIAN FEDERATION  
Telephone: 7-495-777-6560  
Fax: 7-495-777-6559  
Email: [info@crdf.ru](mailto:info@crdf.ru)  
Office Director: Sergey Egorov

### **CHECKLIST OF ITEMS REQUIRED FOR PROPOSAL SUBMISSION**

#### **REQUIREMENTS FOR ALL SUBMISSIONS**

- Cover Sheet (Form A)
- Project Abstract
- Project Narrative
- U.S. & International Principal Investigator Curricula Vitae
- U.S. & International Personnel Data (Form B)
- Budget (Form C)

- Budget Narrative
- Statement of Other Support (Form D)
- U.S. Principal Investigator Partnership Statement

#### **SPECIAL REQUIREMENTS**

- Clearance for Former Weapons Scientists (for Kazakh, Russian, and Uzbek applicants only)
- Proposal Overview Form submitted to CRDF Moscow office (for Russian applicants only)
- 2 Hardcopies of Proposal submitted to CRDF counterpart agency (for Kazakh and Ukrainian applicants only)
- Ukrainian-Language Text of Project Narrative, Expert Conclusion, and Author's Statement submitted to CRDF counterpart agency (for Ukrainian applicants only)
- Letter of Commitment to contribute 10% of International expenses and coverage of all U.S. expenses (for U.S. for-profit companies only)
- Letter of Commitment to contribute up to 5-10% of total International expenses (for International for-profit companies only)
- Letter of Commitment for in-kind contribution (U.S. and/ or International institution)
- Protocol Summary Form and supporting information, such as Institutional Review Board/Internal Ethical Committee Approval, Human Subjects Governmental Approval, and Confirmation of Federal-Wide Assurance (for proposal involving Human Subjects and Animal Subjects only)

**APPENDIX 1**  
**WEAPONS EXPERTISE CLASSIFICATION CODES**

**Former Weapons Researcher** – Defined as project participants or principal investigators who were formerly engaged in research at a current or former weapons laboratory or institution. Five categories of former weapons researchers are provided below (Categories B, C, and D are classified as Weapons of Mass Destruction researchers):

<b>CATEGORY A: MISSILE TECHNOLOGY EXPERTS</b>	
<b>CODE</b>	<b>DESCRIPTION</b>
<b>A1</b>	Design, construction and performance of air, space, surface and underwater - launched missiles. Materials and technologies for these missiles. Production of engines, fuels, composites, integrated elements, radio-electronic equipment, different testing devices for missiles.
<b>A2</b>	Techniques for guidance and control of missiles from launching to impact. Includes optical guidance, television guidance, wire guidance, present and terminal guidance, internal guidance, command guidance, and homing guidance.
<b>A3</b>	Missile handling and launching, including transportation, storage, and preparation for launching. Air, space, surface and underwater launching and support equipment and technologies. Checkout equipment and procedures. Guided missile ranges.
<b>A4</b>	Techniques and systems for tracking missiles as defensive measures. Can be from surface installations or air and space-borne platforms.
<b>CATEGORY B: CHEMICAL WEAPONS EXPERTS</b>	
<b>B1</b>	Design and performance of missile warheads and rockets for delivery of chemical weapons.
<b>B2</b>	Materials, facilities and performance processes needed for the production of chemical weapon agents and their key precursors.
<b>B3</b>	Dissemination of chemical weapon agents.
<b>B4</b>	Basic knowledge on chemical weapons design and their effect on the human system.
<b>CATEGORY C: BIOLOGICAL WEAPONS EXPERTS</b>	
<b>C1</b>	Design and performance of missile warheads and rockets for delivery of biological weapons.
<b>C2</b>	Biopolymer production related to biological warhead capabilities.
<b>C3</b>	Dissemination of biological weapon agents.
<b>C4</b>	Basic knowledge on biological weapons design and their effect on the human system.
<b>CATEGORY D: NUCLEAR WEAPONS EXPERTS</b>	
<b>D1</b>	Basic knowledge of Nuclear Weapons design, construction, characteristics and the effect on the human system.
<b>D2</b>	Design, construction and performance of missile warheads for delivery of nuclear weapons.
<b>D3</b>	Design, construction and performance of the equipment and Components for Uranium and Plutonium separation.
<b>D4</b>	Design, construction and performance of the equipment connected with Heavy Water Production.
<b>D5</b>	Design, construction and performance of the equipment for Development of Detonators.
<b>D6</b>	Design, construction and performance of Explosive Substances and Related Equipment.
<b>D7</b>	Design, construction and performance of the equipment and Components for Nuclear Testing.
<b>D8</b>	Design, construction, performance and operation of production-type nuclear reactors for fissile and tritium-content materials production (breeding).
<b>D9</b>	Design, construction, performance of nuclear reactors and units for submarine and for military space program.
<b>CATEGORY E: OTHER</b>	
<b>E1</b>	Design, construction, and performance of powerful laser facilities for military applications.
<b>E2</b>	Design, construction and performance of accelerator facilities for military applications in space programs.
<b>E3</b>	Others.

**APPENDIX 2**  
**INSTRUCTIONS FOR COST-SHARING AND IN-KIND CONTRIBUTIONS**

**GENERAL GUIDELINES**

1. All cost-sharing must comply with the CRDF Cost-Sharing Guidelines. For complete guidelines and descriptions of cost-sharing types, please see the CRDF website at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=318877](http://www.crdf.org/policies/policies_show.htm?doc_id=318877).
2. CRDF strongly encourages cash and in-kind cost-sharing by participating institutional performers in all its activities.
3. The value of all cost-sharing should be quantified on Budget (Form C) under "Total Cost-Sharing From Non-CRDF Sources," and described in the Budget Narrative of the proposal.
4. All cost-sharing funds listed on the Budget (Form C), both current and pending, must be described fully in the Budget Narrative.

**REQUIREMENTS FOR PARTICIPATION OF FOR-PROFIT COMPANIES**

1. Research collaborations involving for-profit companies are strongly encouraged to consult CRDF Industry Programs webpage at [http://www.crdf.org/focus/focus\\_show.htm?doc\\_id=290099](http://www.crdf.org/focus/focus_show.htm?doc_id=290099) for available opportunities before applying to the Biomedical Competition.
2. Proposals that involve strictly R&D activities and include the participation of International or U.S. for-profit companies are eligible, but the for-profit company must comply with the requirements listed below. For-profit companies can commit cash, material, or pledge in-kind contributions. Direct cash contributions must be administered by CRDF as part of the award to the International team. Guidelines for allowable in-kind contributions can be found at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=318877](http://www.crdf.org/policies/policies_show.htm?doc_id=318877).
3. **U.S. For-Profit Companies are required to:**
  - a. Cover all of the U.S. Team expenses. No funds may be requested from CRDF.
  - b. Contribute a minimum of 10% of the total dollar amount requested by the International Team.
4. **International For-Profit Companies are required to:**
  - a. Contribute up to 5-10% of the total dollar amount requested by the International Team.
  - b. International For-Profit companies are not required to make contributions to the U.S. Team's expenses.
5. At the time of submission, for-profit companies are required to provide a letter of support to CRDF that includes:
  - a. The Signature of an authorized representative of the for-profit company
  - b. A detailed description of the company's contribution in U.S. Dollars

**SPECIAL NOTE ON SALARIES INCLUDED AS COST-SHARING**

Please note that the following salary items are not considered cost-sharing:

1. Salary for U.S. for-profit company representatives
2. Salary originating from a U.S. Government source

**APPENDIX 3**  
**BUDGET GUIDELINES**

**OVERALL**

- No proposal requesting more than **\$90,000** will be considered by CRDF.
- Support for the International team's expenses may account for **no less than 80%** of the total amount requested.
- Support for the U.S. team's expenses may account for **no more than 20%** of the total amount requested from CRDF (except for U.S. for-profit company applicants, who may not request any U.S. team support from CRDF).
- The maximum amount that may be requested for proposals in each research category is listed in the table below:

<b>Biomedical Research Category</b>	<b>Maximum Amount Requested</b>
Vision	\$75,000
HIV/AIDS and Related Infections	\$85,000
Allergy and Infectious Diseases	\$90,000
Environmental Health	\$49,000

**INDIVIDUAL FINANCIAL SUPPORT (IFS)**

- No IFS is permitted for U.S. team members other than U.S. graduate students.
- The U.S. Principal Investigator may request up to \$10,000 (for the entire award period) to support a participating U.S. graduate student.
- Maximum monthly salary is \$700 for the International Principal Investigator, \$600 or less for other International team members.
- The International team IFS should be calculated using the level of effort and professional level guidelines provided in Section II.H.1.a. of this Program Announcement.

**EQUIPMENT, SUPPLIES AND SERVICES**

- All single items costing \$1,000 or more must be justified in the Budget Narrative.
- The U.S. team is limited to a maximum of \$10,000 for expendable materials and supplies.
- The U.S. team is not eligible to request support for large-scale equipment.

**INSTITUTIONAL SUPPORT**

- International Institutional Support is calculated as 10% of the total International team expenses.
- The total amount of International institutional support requested for the entire award period may not exceed \$7,000.

**ADMINISTRATIVE FEES**

- The U.S. Principal Organization is allowed to request up to 10% of the U.S. team's expenses to cover administrative costs incurred by the university to administer the grant.
- This amount in conjunction with the U.S. team's expenses cannot exceed the 20% portion of the project total that the U.S. is allowed to request.

**TRAVEL**

- All International and U.S. personnel must travel on the lowest-cost applicable round-trip airfare.
- Travelers must comply with the provisions of the Fly America Act. For more information, please see [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=291723](http://www.crdf.org/policies/policies_show.htm?doc_id=291723)
- Domestic travel expenses for field work and other necessary project-related travel within Eurasia are allowed.

- Travel allowances for International personnel on research visits within the U.S. must follow the guidelines set forth at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=291725](http://www.crdf.org/policies/policies_show.htm?doc_id=291725).
- Travel allowances for U.S. personnel on research visits to Eurasia must follow the guidelines set forth at [http://www.crdf.org/policies/policies\\_show.htm?doc\\_id=291099](http://www.crdf.org/policies/policies_show.htm?doc_id=291099).
- The maximum time abroad for any one CRDF-supported traveler is eight months over the course of an award. No single visit may exceed four months.

#### **SECONDARY COLLABORATORS**

- A separate budget justification must be included for each secondary collaborator in the Budget Narrative.
- Secondary collaborators from countries other than the country of the International Principal Investigator must be indicated clearly in the Budget Narrative. Such secondary collaborators must be described in a half page summary of the Budget Narrative, describing the institution's technical capability, the budget allocations, and the contact name and information of the secondary collaborator's team leader.

#### **U.S. FOR-PROFIT COMPANY CONTRIBUTIONS**

- U.S. for-profit companies are required to cover all U.S. team expenses and should describe these expenses in U.S. Dollar amounts in the Budget and in the Budget Narrative.
- U.S. for-profit companies are required to contribute a cash, material or in-kind contribution of 10% of the total International team expenses. This contribution should be described in the Budget Narrative.

#### **INTERNATIONAL FOR-PROFIT COMPANY CONTRIBUTIONS**

- The International for-profit company must contribute 5-10% of the total International expenses by committing a cash, material, or in-kind contribution and should indicate these expenses in U.S. Dollar amounts in the Budget and Budget Narrative.

**FORM A: COVER SHEET**

**GENERAL PROJECT INFORMATION**

Total Amount Requested from CRDF		Projected Length of Project (1-2 years)	
Biomedical Sub discipline (select from Section II.B.)			
Brief descriptive title of proposal (not to exceed twenty-five words)			
Is this proposal submitted as a continuation of a previous award?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, state previous award number	

**INFORMATION ON THE INTERNATIONAL PRINCIPAL INVESTIGATOR**

Full Name (Last, First, Patronymic)			
Position/Title			
Institution Name Complete Mailing Address			
International Principal Investigator E-mail		Web Page Address	
Date of Birth (MM/DD/YY)		Passport Number	
Sex (Male or Female)		Highest Degree Earned	
Field of Degree		Year Awarded	
Telephone #		Fax #	
Name of Institution Director		E-mail Address	
Have you received a grant under a previous CRDF program or been a participant in a CRDF-funded workshop?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>If "Yes," please list program and grant number or workshop title.</i>			
Do you have experience in weapons-related subjects?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If "Yes," please provide the appropriate weapons code from <b>Appendix 1</b> describing this individual's experience in the area to the right and provide a <b>brief description</b> of the weapons-related experience in the space below.			
Total Number of International-based investigators, including International Principal Investigator and graduate students			

**INFORMATION ON THE U.S. PRINCIPAL INVESTIGATOR**

Full Name (Last, First, Middle)			
Position/Title			
Institution Name Complete Mailing Address			
U.S. Principal Investigator E-mail		Web Page Address	
(Must Check One) <input type="checkbox"/> Permanent Resident <input type="checkbox"/> U.S. Citizen			
Sex (Male or Female)		Highest Degree Earned	
Field of Degree		Year Awarded	
Telephone #		Fax #	
U.S. Institutional Representative Name & Title		E-mail Address	
U.S. Institutional Representative Address		Phone	Fax
Have you received a grant under a previous CRDF program or been a participant in a CRDF-funded workshop?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<i>If "Yes," please list program and grant number or workshop title.</i>			
Total Number of U.S. investigators, including U.S. Principal Investigator and graduate students			

**SIGNATURES** Scanned, signed copies of this cover sheet are required for applicants from ALL eligible countries

International Principal Investigator Signature		Date	
International Institute Director Signature		Date	

### Form B: Personnel Data

(For all members of the **International and U.S. team** other than the Principal Investigators. Please copy this page as necessary.)

**IMPORTANT: U.S. personnel are not required to offer information regarding their Date of Birth.**

Full Name (Last, First Patronymic/Middle)				<input type="checkbox"/> International Participant	
				<input type="checkbox"/> U.S. Participant	
Current Position Institution Name Complete Mailing Address					
E-mail Address		Fax Number			
Highest Degree and Year Awarded		Passport Number (International only)			
Sex (Male or Female)		Date of Birth (MM/DD/YY) International Participants Only			
Classification on Project (please check one)					
Researcher/Engineer <input type="checkbox"/>		Technical/Scientific Support <input type="checkbox"/>		Student <input type="checkbox"/>	
				Administrative/Clerical Support (International Only) <input type="checkbox"/>	
Have you received a grant under a previous CRDF program or been a participant in a CRDF-funded workshop?				Yes <input type="checkbox"/> No <input type="checkbox"/>	
If "Yes," please list program and grant number or workshop title.					
Does the listed individual have experience in weapons-related subjects?				Yes <input type="checkbox"/> No <input type="checkbox"/>	
If "Yes," please provide the appropriate weapons code from <b>Appendix 1</b> describing this individual's experience in the area to the right and provide a <b>brief description</b> of the weapons-related experience in the space below.					
Short Curriculum Vitae (past employment experience, educational history, and relevant publications):					

Full Name (Last, First Patronymic/Middle)				<input type="checkbox"/> International Participant	
				<input type="checkbox"/> U.S. Participant	
Current Position Institution Name Complete Mailing Address					
E-mail Address		Fax Number			
Highest Degree and Year Awarded		Passport Number (International only)			
Sex (Male or Female)		Date of Birth (MM/DD/YY) International Participants Only			
Classification on Project (please check one)					
Researcher/Engineer <input type="checkbox"/>		Technical/Scientific Support <input type="checkbox"/>		Student <input type="checkbox"/>	
				Administrative/Clerical Support (International Only) <input type="checkbox"/>	
Have you received a grant under a previous CRDF program or been a participant in a CRDF-funded workshop?				Yes <input type="checkbox"/> No <input type="checkbox"/>	
If "Yes," please list program and grant number or workshop title.					
Does the listed individual have experience in weapons-related subjects?				Yes <input type="checkbox"/> No <input type="checkbox"/>	
If "Yes," please provide the appropriate weapons code from <b>Appendix 1</b> describing this individual's experience in the area to the right and provide a <b>brief description</b> of the weapons-related experience in the space below.					
Short Curriculum Vitae (past employment experience, educational history, and relevant publications):					

**FORM C: PROJECT BUDGET**

*Please refer to Section II.H., "Allowable Costs" in the Program Guidelines and Appendix 4 "Budget Guidelines."*

<b>Individual Financial Support</b>				<b>Expenses requested from CRDF</b>	
				<b>International Team</b>	<b>U.S. Team</b>
<b>Participant Name</b> <i>(Please add rows if necessary)</i>	Daily Rate	Number of Days per Month	Number of Months		<i>Note: Grad Student Stipends Only</i>
1.					
2.					
3.					
4.					
5.					
<b>TOTAL INDIVIDUAL FINANCIAL SUPPORT</b>					
<b>Equipment, Supplies and Services</b> <i>(Please list. All items over \$1,000 must be justified in the Budget Narrative. Rows may be added as necessary.)</i>					<i>Note: Expendable materials &amp; supplies only</i>
1.					
2.					
3.					
4.					
5.					
<b>TOTAL EQUIPMENT, SUPPLIES AND SERVICES</b>					
<b>Travel</b> <i>(Please describe in Budget Narrative.)</i>				-----	-----
Domestic Transportation					
Domestic Per Diem					
International Transportation					
International Living Allowance/Per Diem					
Other Travel Expenses (e.g. visa fees, conference registration fees, etc.)					
<b>TOTAL TRAVEL</b>					
<b>Secondary Collaborators</b> <i>(Note: Collaborating institutions are eligible for institutional support. Describe participation fully in the Budget Narrative.)</i>				-----	-----
<b>Secondary Collaborator: Individual Financial Support</b>				-----	-----
Name	Daily Rate	# Days per Month	# Months	-----	-----
					Not Applicable
					Not Applicable
<b>Secondary Collaborator: Equipment, Supplies and Services</b> <i>(Please list. All items over \$1,000 must be justified in the Budget Narrative. If more space is needed, please list on separate page.)</i>				-----	-----
1.					
2.					
<b>Secondary Collaborator: Travel</b> <i>(Please describe in Budget Narrative.)</i>					
<b>Secondary Collaborator: Institutional Support</b> <i>(10% of all Secondary collaborator's expenses. Total not to exceed \$10,000)</i>					Not Applicable
<b>TOTAL SECONDARY COLLABORATOR EXPENSES</b>					
<b>SUBTOTAL</b>					
INTERNATIONAL TEAM INSTITUTIONAL SUPPORT (10% OF INTERNATIONAL TEAM EXPENSES)					Not Applicable
U.S. TEAM ADMINISTRATIVE FEE (UP TO 10% OF U.S. TEAM EXPENSES)				Not Applicable	
<b>TOTAL REQUESTED FROM CRDF (U.S. + International Expenses)</b>					
<b>TOTAL COST-SHARING FROM NON-CRDF SOURCES</b> <i>(including For-Profit and In-Kind contributions - please describe in Budget Narrative)</i>					
<b>PROJECT COST SUBTOTAL</b>					
<b>TOTAL PROJECT COST</b>					

**FORM D: OTHER SOURCES OF SUPPORT OF KEY PERSONNEL**  
*(For all members of the team. Please copy this page as necessary.)*

**“None” – Check here if no other sources of support are listed.**

<b>Investigator Name</b>			
<b>Support</b>	<input type="checkbox"/> Current <input type="checkbox"/> Pending Submission Planned in Near Future		
<b>Project/Proposal Title</b>			
<b>Source of Support</b>		<b>Level of Effort (%)</b>	
<b>Award Amount</b>		<b>Period Covered</b>	
<b>Location of Research</b>			

<b>Investigator Name</b>			
<b>Support</b>	<input type="checkbox"/> Current <input type="checkbox"/> Pending Submission Planned in Near Future		
<b>Project/Proposal Title</b>			
<b>Source of Support</b>		<b>Level of Effort (%)</b>	
<b>Award Amount</b>		<b>Period Covered</b>	
<b>Location of Research</b>			

<b>Investigator Name</b>			
<b>Support</b>	<input type="checkbox"/> Current <input type="checkbox"/> Pending Submission Planned in Near Future		
<b>Project/Proposal Title</b>			
<b>Source of Support</b>		<b>Level of Effort (%)</b>	
<b>Award Amount</b>		<b>Period Covered</b>	
<b>Location of Research</b>			

**APPENDIX 4**  
**EXAMPLE OF U.S. PRINCIPAL INVESTIGATOR PARTNERSHIP STATEMENT**

[U.S. Institution Letterhead]

[Date]

[U.S. Host Institution Address]

Re: [Full Proposal Title]

Dear CRDF,

I, [U.S. Principal Investigator Name], hereby acknowledge that I have submitted a proposal to the U.S. Civilian Research & Development Foundation's 2007-B Cooperative Grants Competition jointly with [International Principal Investigator Name] of [International Institution Name].

If awarded, I undertake this research in good faith and will uphold my portion of the collaborative work as proposed in the submission.

Best regards,

[USPI Signature]

[USPI Typed Name]