**Force Multiplier Research Grants for Knowledge Security Training Alumni**

*Application Checklist*

**Instructions:** Please use this checklist to ensure that your application form is complete and contains all required documentation. Please note that your application will not be reviewed unless all application sections have been completed and all required documents are submitted. Please submit your completed application and supporting documents to **Ms. Katie Wernke (****kwernke@crdfglobal.org****) and Ms. Amber Matalus (****amatalus@crdfglobal.org****)** by **October 28, 2022**. Application materials and supporting documents should be submitted in PDF format.

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| --- |
| **Application:**  |
|   | 1. Complete Project Title
 |
|   | 1. Complete Applicant Information and List of Project Staff and their Roles
 |
|   | 1. Complete Host Organization Information
 |
|   | 1. List of Previous CRDF Global or other implementer Funding, if applicable
 |
|   | 1. Expected Support from Host Institution and/or other Non-CRDF Global Sources
 |
|   | 1. Research Abstract (not to exceed 1000 words)
 |
|  | 1. Action Plan for Research Dissemination
 |
|   | 1. List three relevant professional references
 |
|   | 1. Expected Outcome and Sustainability Potential
 |
|   | 1. Proposed Project Timeline
 |
|  | 1. Relevant Publications, Presentations, and Coursework
 |
|  | 1. Supporting Documentation
 |
|  | 1. Budget Instructions
 |
| **Budget:**  |
|   | Up to $8,000.00 U.S. Dollars |
| **Supporting Documentation**  |
|   | Curriculum Vitae (CV) for each Project Team Member  |
|   | Copy of the passport or national ID for each team member on the project  |
|  | Letter of Institutional Support |
|  | Detailed Budget |

**Force Multiplier Research Grants for Knowledge Security Training Alumni**

*Application Form*

**Instructions:** Proposals should be completed in English. Completing the application in a language other than English will disqualify you from the grant competition. Please note that all applicants must be nationals of India, Singapore, Thailand, or Vietnam.

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| **A. General Project Information** |
| **Project Title**  |   |
| **Amount Requested**  |   |
| **Project Duration**  |   |

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| --- |
| **B. Applicant Information** |
| **Job Title/Position**  |   |
| **First Name**(as it appears on passport)  |   |
| **Last Name**(as it appears on passport)  |   |
| **Country of Citizenship**  |   |
| **Name of Institution**  |   |
| **Division/Department**  |   |
| **Address of Institution**  |   |
| **Which CRDF Global training did you previously attend? Please list the title and date.** |  |
| **Applicant Contact Information** |
| **Phone Number**  |   |
| **Fax Number**  |   |
| **Email Address**  |   |

*Please list all other staff members who will be involved in this project, if applicable.*

|  |  |  |
| --- | --- | --- |
| **Name, Job Title/Position** | **Specific Role in the Project** | **Institution** |
|   |   |   |
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| **C. Host Organization Information** |
| **Organization Name:**  |   |
| **Division/Department:** |   |
| **Title & Name of Person in Charge of Authorizing this Arrangement:**  |   |
| **Town/City:**  |   |
| **Country:** |   |
| **Postal Code:**  |   |
| **Host Contact Information** |
| **Phone Number:** |   | **Fax Number**  |   |
| **Email Address:** |   |
| **Website**(if applicable)  |   |

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| **D. Previous CRDF Global (or other implementer) Funding** |
| **Have you previously received funding from CRDF Global or other implementer? Have you participated in a CRDF Global or other implementer training?**  | Yes ☐ No ☐ | *If Yes:*  | Number of times you received funding or participated in training:Type and date of training/funding: |
| **Please describe how you learned about CRDF Global and this research grant competition:** |  |

 **E. Expected Support from Host Institution and/or other Non-CRDF Global Sources**

*Add additional rows if necessary.*

|  |  |
| --- | --- |
| **Name of Institution giving Support:**  |   |
| **Type & Amount of Support:**  | **In-Kind\***  |   | **Cash**  |   |
|   |   |

\****In-Kind Contributions are contributions of goods or services, not cash – i.e. computers, software, furniture, storage space, mail services, etc. and relevant amount.***

**Signature of Applicant:**   **Date:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Head in Charge of**

**Authorizing Arrangement:**  **Date:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**F. Research Abstract** (not to exceed 1000 words)

*Please answer each of the following questions in the space provided in detail.*

|  |
| --- |
| **What is your proposed research question?**  |
|   |

|  |
| --- |
| **Your research will need to address *at least* one of the following goals:**1. Enhance the capabilities of industrial and academic partners to recognize and apply a risk-based approach to strengthen institutional knowledge security practices;
2. Improve the capacities of individuals and institutions to apply data protection, security, and due diligence practices to secure sensitive materials;
3. Increase the adoption of international best practices in research in partnering countries.

**How will your research question address at least one of these goals?** |
|   |

|  |
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| **How does your proposed research relate to the previous training you received? How will this expand upon the previous training you have received?**  |
|   |

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| **Provide a brief review of the existing literature on this topic and explain your proposed methodology. Please note additional resources you propose to add to conduct your research.**  |
|   |

**G. Action Plan for Research Dissemination**

*Please answer each of the following question in the space provided in detail.*

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| --- |
| **How could the research outcomes be disseminated among your professional networks?** |
|   |

**H. List three relevant professional references.**

|  |
| --- |
| **Reference 1** |
| **Full Name**  |   |
| **Institution and Relationship**  |   |
| **Email Address**  |   |
| **Reference 2** |
| **Full Name**  |   |
| **Institution and Relationship**  |   |
| **Email Address**  |   |
| **Reference 3** |
| **Full Name**  |   |
| **Institution and Relationship**  |   |
| **Email Address**  |   |

**I. Expected Outcome and Sustainability Potential**

*Please answer each of the following questions in the space provided in detail.*

|  |
| --- |
| **In no more than 500 words, please explain your plans for future work on this topic beyond the grant period. How does the research contribute to your institution’s long-term strategy and programming?** |
|   |

**J. Proposed Timeline**

*Please list each step/task for your project and the anticipated number of weeks or months to complete each step/task. The length of the project should not exceed* ***six (6) months****. Responses should be listed as estimated number of days.*

|  |  |
| --- | --- |
| Reviewing pre-award documents received from CRDF Global *(CRDF Global expects pre-award documents review to take up to three weeks. Please inform us if this step will take longer at your institution.)* |   |
| Receive signature on grant agreement after pre-award documents are approved |   |
| Conducting literature review |   |
| Creating outline for paper |  |
| Outline review process at CRDF Global  |   |
| Writing first draft  |   |
| First draft review process at CRDF Global |  |
| Submitting final paper and updated one-page abstract |  |
| Publishing final paper (This step can extend beyond the grant period) |  |
| Dissemination of the abstract and final paper among the professional society |  |
| Final grant report  |  |

**K. Relevant Publications, Presentations, and Coursework**

*Please list each team member’s recent work on this topic. Include links if possible.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Team Member Name** | **Title of Work** | **Publication or Conference** | **Date** | **Link** |
|   |   |   |  |  |
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**L. Supporting Documentation**

The following documents are required for your application to be considered. Please include these documents in PDF format with your application.

* Curriculum vitae (CV) for each member of your research team, including past coursework on topics related to this research grant.
* A copy of each team member’s passport or national ID card
* A letter of support from your institution
* Detailed budget.

**M. Budget Instructions**

*Please make sure to use the Primary Budget tab for all project related costs and expenses. Institutional Support can be filled out in the Costshare tab.*