

MSF SOCIAL AND FAMILY RESEARCH FUND

ACADEMIC CATEGORY

Eligibility

Postgraduates, academics and researchers at recognised universities and affiliated research institutes in Singapore.

Project Team

Applicants may submit the proposal individually or jointly with other researchers (up to 5 team members per project).

The research project duration should not exceed 3 years.

Funding

Postgraduate students

Successful applicants will:

- Receive grants of up to \$100,000 per research project
- Sign a Research Agreement with MSF on the terms of funding.

Stages of funding:

- After the signing of the Research Agreement, MSF will disburse up to 40% of the approved grant or \$4,000, whichever is lower, as the first tranche of funding.
- Subsequent tranches, each capped at a maximum of 30% of the approved grant, will be disbursed after receiving:
 - a) Progress report (consisting of project progress and expenditure report); and
 - b) Receipts and supporting documents.
- MSF will disburse the remaining amount based on actual expenditure after the assessment of:
 - a) Final report approved by applicant's supervisor (to submit within 2 months after completing the project);
 - b) Primary research output (including questionnaires and anonymised research output e.g. datasets, interview transcripts, electronic resources); and
 - c) Progress report on the research project, including all receipts and supporting documents.

- Funding that has been disbursed but was not used upon the completion of the research project must be returned to MSF.

Academics and Researchers

Successful applicants will:

- Receive grants of up to \$100,000 per research project (inclusive of the Institutional Indirect Research Cost).
- Sign a Research Agreements with MSF on the terms of funding.

Stages of funding:

- After the signing of the Research Agreements with MSF, MSF will disburse 50% of the approved grant to the institution, as the first tranche of funding.
- Subsequent tranches, each capped at a maximum of 30% of the approved grant, will be disbursed after receiving:
 - a) Progress report (consisting of project progress and expenditure report); and
 - b) Receipts and supporting documents.
- MSF will disburse the remaining amount based on actual expenditure after the assessment of:
 - a) Final report (to submit within 2 months after completing the project);
 - b) Primary research output (including questionnaires and anonymised research output e.g. datasets, interview transcripts, electronic resources); and
 - c) Progress report on the research project including all receipts and supporting documents.
- Funding that has been disbursed but was not used upon the completion of the research project must be returned to MSF.

Funding terms

The grant should be used exclusively for conducting the research project, including:

- Cost of engaging a research company or Research Assistants;
- Transport cost incurred during local fieldwork;
- Incentives or tokens for respondents;
- Printing cost; and
- Other items necessary for conducting the research.

The grant does not cover expenses such as:

- Tuition fees, other administrative charges and training expenses imposed by the universities as part of the course of study;
- Salary costs of the Principal Investigator and Co-Investigator(s);
- Overseas research travel expenses;
- Purchase of hardware or equipment;
- Purchase of software and license; and
- Refreshments for meetings.

MSF will fund only approved expenditures incurred after the signing of the Research Agreement with the successful applicants.

Applicants should secure approval of their research proposals from their project supervisor (for postgraduate students), or acknowledgement by Head of Department (for academics and researchers) before submitting the application.

Upon successful application, recipients should obtain clearance from the Institution's Research Ethics Review Board before any funds can be disbursed.

Successful applicants shall not receive any research funding from other agencies. Changes to the research project cannot be made without prior written consent of MSF.

Application Process

Before submitting their application, applicants should read this factsheet and the important FAQs.

Applicants are to submit one copy of the following documents in PDF and Microsoft Word DOCX format to MSF_SFRF_Secretariat@msf.gov.sg

- Completed application form (*available on the SFRF webpage*)
- Research proposal (*requirements are specified in Section 5 of the application form*)
- Curriculum vitae (CV) of applicant(s) (*requirements are specified on Page 4 of the application form*)
- Supporting documents (if any)

The application period closes on **20 November 2020**. Applicants are to note that the results will be available approximately 5 months after the closing date. MSF reserves the right to cancel an application if the required application materials are not submitted to the SFRF Secretariat by the closing date.

Evaluation Criteria

MSF will consider the following factors:

- The relevance of the research in promoting understanding of social and family trends and issues in Singapore;
- The contribution of the research to social and family policy development in Singapore;
- The rigour of the proposed research methodology and analytical techniques; and
- The proposed project costs.

The grant is awarded on a competitive basis and reviewed by both MSF and external reviewers. MSF's decision is final.

Applicants are encouraged to submit research proposals that are relevant to the work of MSF and should refer to the SFRF webpage at <https://www.msf.gov.sg/researchfund> for suggested research topics.

Publication and Data Sharing

MSF supports SFRF recipients in presenting and publishing your research findings (e.g. in journals, conferences and other channels), subject to the terms stated in the Research Agreement endorsed by both parties.

MSF may also invite SFRF recipients to share research findings at suitable platforms.

Contact

For more information or queries, please contact:
MSF Social and Family Research Fund (SFRF) Secretariat
Email: MSF_SFRF_Secretariat@msf.gov.sg

FREQUENTLY ASKED QUESTIONS (FAQs)

Application

Q1 Can I submit more than one application for each grant cycle?

A1 Yes, each application will be considered on its own merits. MSF will take into account the quality and relevance of the research proposal, including the researcher's ability to undertake concurrent projects.

Q2 I am interested in applying for the SFRF research grant. Are applications accepted throughout the year?

A2 The SFRF is open for application once a year. Any application submitted outside the application period will not be accepted. Please refer to the SFRF webpage at <https://www.msf.gov.sg/researchfund> for the application period.

Who can apply

Q3 Am I eligible to apply for the SFRF research grant if I am a researcher from a local polytechnic or a local hospital?

A3 The grant is currently open to researchers from local universities and affiliated research institutes. You may submit your proposal, which will be assessed on its own merits.

Q4 I am a previous SFRF grant recipient, who is interested to conduct further study of the same SFRF project, can I apply for the funding again?

A4 Yes, we welcome you to apply.

Q5 Am I able to submit a joint application with researchers from other institutions / organisations for the SFRF research grant?

A5 Yes, we welcome you and your team to apply. The Lead Member of the project team will have to be from a local university or its affiliated research institutes.

Funding

Q6 Can I apply for higher quantum of SFRF research grant (e.g. for longitudinal study) in my application?

A6 MSF will consider your request for support of a higher quantum of SFRF research grant on a case-by-case basis.

Q7 Can I start the SFRF project according to the planned start date in my research proposal before MSF has informed me on the outcome of my SFRF application?

A7 You can choose to start your project based on your timeline. However, please note that MSF will only fund approved research expenditures incurred after the Research Agreement is signed.

Data Sharing

Q8 Can my Research Assistant (RA) use the research findings of the SFRF funded research for his/her thesis project?

A8 Yes, please indicate your request in the SFRF application form. Do inform MSF in advance via email before you disclose any data or information from the SFRF-funded project to your RA for his/her thesis project.