



# International Society of Travel Medicine

Established 1991

Promoting healthy travel worldwide

## ISTM Research Awards 2018-2019 Application Form

**Application Part 1** (This cover page is confidential and will not be distributed to grant reviewers)

### Principal Investigator (PI) and Affiliation

NAME			
TITLE			
INSTITUTION			
ADDRESS			
CITY		ST/PROVINCE	
COUNTRY		ZIP/POSTAL CODE	
PHONE		FAX	
EMAIL			

Are you (the PI) a new investigator (please see page 3 for definitions)? \_\_\_ Yes \_\_\_ No

If yes, please clarify whether you are a new investigator \_\_\_ (defined as < 5 years practicing travel medicine or longer travel medicine practice with no prior research funding)

physician in training \_\_\_ pharmacist in training \_\_\_ nurse in training \_\_\_ student \_\_\_

PI is from an emerging or resource poor country. (Check box if yes)

Grant application being submitted by ISTM Professional or Interest Group

### Associate Investigator(s) and Affiliation (please add separate sheet(s) if necessary)

NAME			
TITLE			
INSTITUTION			
ADDRESS			
CITY		ST/PROVINCE	
COUNTRY		ZIP/POSTAL CODE	
PHONE		FAX	
EMAIL			

### Mentor Name, Title, and Affiliation (if applicable)

NAME			
TITLE			
INSTITUTION			
ADDRESS			
CITY		ST/PROVINCE	
COUNTRY		ZIP/POSTAL CODE	
PHONE		FAX	
EMAIL			

**Official signing** .....  
(applicant's institution)

**Person assuming responsibility for the project (must be ISTM Member):**.....  
Signature confirms that ISTM Research and Awards Committee will be informed if the project will not go ahead and funds will be returned, that ethical clearance approval will be obtained before grant funds will be released to any applicants receiving awards, and that disclosure of any and all potential conflicts of interest has been provided.

## **CRITERIA FOR GRANT AWARD**

The application consists of two (2) parts. Part 1 consists of the cover sheet only. Part 2 represents the project description in free form format according to the specifications below.

Research must be travel medicine or immigrant/refugee health oriented. For research priorities, please consider the topics described in Talbot EA et al.: Travel Medicine Research Priorities: Establishing an Evidence Base. *J Travel Med* 2010;17:410-415. Application and protocol proposal must be scientifically sound and must be in accordance with international ethical guidelines. There must be no conflicts of interest for any of the investigators who apply for research funding. Grant applicants must be ISTM Members in good standing.

Award Amount: Typical awards will be in the range of USD 5,000 to USD 10,000 although a single grant up to USD 40,000 will be considered for exceptional proposals.

Applications are invited for projects, which can be realistically completed with ISTM grant money alone. We will consider co-funding of already partly funded projects if the other funding body explicitly has agreed to allow this to be done and a letter describing this permission is provided with the proposal submission. If co-funding is proposed, the ISTM-funded component must be clearly defined and manageable according to the ISTM grant application guidelines.

### **Applications from emerging or resource poor countries**

The ISTM has continued additional funding for research projects where the PI is from an emerging or resource poor country. In order to be eligible for this portion of the award, you'll need to tick the box above to indicate your status. This does not preclude you from being considered for the regular funding.

### **Applications from ISTM Professional and Interest Groups**

The ISTM has added funding to be awarded to an ISTM Professional or Interest Group. One proposal per group will be considered and judged on the regular criteria set for judging all ISTM Research Award Proposals.

### **Deadline for submission: 31 January 2019**

Complete, signed applications must be received in the ISTM Secretariat Office no later than 31 January 2019. Applications may be posted, faxed, or scanned and emailed to:

ISTM Research Awards Submission

Email: [ISTM@ISTM.org](mailto:ISTM@ISTM.org)

Mail/Courier: 1200 Ashwood Parkway, Suite 310; Dunwoody, GA 30338 USA

Fax: +1.404.373.8283

### **Evaluation of Applications:**

Requests for funding will be treated fairly and impartially and judged on the basis of scientific merit (hypothesis or study questions, objectives, significance and originality of the research, research plan, budget justification and timeline).

It is important that **only** the cover page of the application form contains the name and affiliation of the applicant. Please observe this stipulation! The cover page is removed and the applications are evaluated (blind regarding authorship) by the committee and invited ISTM advisors.

The Research and Awards Committee will reach consensus (or 75% majority) regarding the awarding of a grant.

## **GUIDELINES FOR FREE FORM TEXT**

The application should be typed in English using font no smaller than 11 point and margins not smaller than 1 inch (2.54 cm). The application must be structured as follows. Applications that do not follow these specifications will not be forwarded to the review panel.

Please indicate on the title page (below the title) if you are a new investigator (defined as less than 5 years practicing travel medicine or longer travel medicine practice with no prior research funding), physician, nurse or pharmacist in training; or undergraduate or post-graduate student (e.g., medical, MPH, MSc candidates, etc.). If you are a new investigator, please also note on the title page whether you are a physician in training, nurse in training, pharmacist in training, or a student.

Please do not put your name on the title page. Your name and affiliation should only be provided on the application face page

1. Project Title (descriptive)
2. Description of the project: This includes hypothesis/es, specific aims/objectives, or research questions (not more than 1 page). Please try to describe your objectives in a clear way (specific, measurable, attainable, relevant and time-limited).
3. Methodology: This includes design, methods including laboratory techniques (if relevant), outcome measures, sampling, data collection, data management and statistical analysis, sample size and feasibility (not more than 2 pages).
4. Link of project to ISTM mission and goals (not more than ½ page)
5. Ethical considerations: A short description must be given how ethical considerations are taken into account when conducting this project (not more than ½ page). Ethical approval must be obtained **before** funds will be released if the proposal is accepted.
6. All investigators must disclose any potential conflicts of interest. This includes potential conflicts related to the ISTM (e.g. leadership position), as well as potential commercial conflicts. If there are no perceived conflicts of interest for any investigator involved in the project, this must also be disclosed.
7. Mentoring plan (no more than ½ page): for new investigators only, please provide name, title and affiliation of mentor on cover page and briefly describe circumstances that will allow for successful completion of the project, ideally without mentioning specific names of senior investigators providing mentoring.
8. Significance of project (not more than ½ page)
9. Detailed Budget: The budget must be detailed and include realistic costs for all items listed that are essential to complete the project. Indirect costs, computers and other major pieces of equipment cannot be funded by ISTM. The budget can be in local currency but the total amount must be stated in US dollars including the currency exchange rate of the day.
10. Budget justification (no more than 1 page)
11. Timeframe
12. Reference list

**Submissions must be received by the ISTM Secretariat no later than 31 January 2019.**  
Please send complete applications to: Email: [ISTM@ISTM.org](mailto:ISTM@ISTM.org)