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# Guidelines for Application, Evaluation and Awarding of Projects

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## 1. Preamble

### Background and Aims

The German Alliance for Global Health Research (GLOHRA) is a proponent for interdisciplinary and collaborative global health research. Addressing the complex challenges we face today – neglected tropical diseases and antibiotic resistance, but also mental illness and diabetes together with achieving universal health coverage and the human right to health – requires research approaches that defy traditional boundaries. GLOHRA seeks to foster exchange and forge new mechanisms of cooperation across institutions, disciplines, sectors and countries. GLOHRA aims to support interdisciplinary, collaborative and cross-sector global health research in Germany.

Specifically, GLOHRA aims to fund projects that

- address transnational health issues, determinants, and solutions
- contribute to the improvement of health and health equity worldwide
- are interdisciplinary (→ Box 1)
- contribute to the aims of the GLOHRA (→ GLOHRA [Statutes](#))
- link scientific excellence with the domains of capacity building, science-based policy advice, teaching, implementation and/or clinical practice
- promote active, eye-level partnerships with national and international partners, including the Global South

### Interdisciplinarity in GLOHRA Projects

For our collaborative research funding lines, i.e. interdisciplinary and cross-sector projects, we expect that project applicants represent at least two of GLOHRA's research areas, i.e. biomedical science, public health, social sciences and humanities, as well as engineering and other sciences.

In global health fellowships, applicants should outline their interdisciplinary approach in their application. For example, projects could scrutinize a particular problem from multiple perspectives using a mix of methods. They could also involve complementary disciplines and partners early on in the process. This will improve the chances that other researchers, policymakers, communities or companies will take up the knowledge, technology or intervention generated by the project.

*Box 1 Interdisciplinarity in GLOHRA Projects*

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## 2. Eligibility and Roles

### GLOHRA Members / Project Applicants

GLOHRA full members are entitled to submit project proposals as applicants. The Steering Committee and its members also have the right to submit projects. GLOHRA aims at linking



members from different institutions and cities. An individual member or associate member can only hold one grant at a time.

### Project Partners

Associate members and representatives of non-academic legal entities who fulfill the formal eligibility criteria of the Federal Ministry of Education and Research (BMBF) can be project partners. In the cross-sector project funding line, GLOHRA explicitly requests members to work on research questions by engaging with partners from industry, policy and / or civil society.

Funding for project partners is capped at 50.000€ per non-member per year. In accordance with BMBF principles, commercial enterprises are expected to make an appropriate contribution of their own - generally at least 50% of the eligible costs incurred. In case of small and medium-sized or not for profit enterprises, this contribution may be reduced.

Funding can only be awarded to legal-entities in Germany. Individuals cannot be project partners.

### Subcontractors

Projects may include subcontracts, e.g. for service providers or legal entities abroad. A subcontract may not exceed 50% of the budget of the member awarding the subcontract. Since GLOHRA aims to support capacity-building, core activities/ tasks should generally not be outsourced to service providers, but provided by the consortium.

#### Links & Resources

- FAQ on GLOHRA project funding: [globalhealth.de/faqs](https://globalhealth.de/faqs)
- Find partners and experts in the Global Health Research Directory: [researchdirectory.globalhealth.de](https://researchdirectory.globalhealth.de)
- Projects already funded by GLOHRA: [globalhealth.de/funded-projects](https://globalhealth.de/funded-projects)

Box 2 Links & Resources



### 3. Types of projects

	Interdisciplinary pilot projects	Cross-sector projects	Global health postdoc fellowships
<b>Description</b>	Seed funding to validate approaches and prepare external funding applications	Collaborative projects between academic and non-academic partners	Postdoc fellowships
<b>Mechanism</b>	Applications any time; bottom-up topics	Applications any time; bottom-up topics	Applications any time; bottom-up topics
<b>Minimum consortium</b>	At least two GLOHRA members, representing <ul style="list-style-type: none"> <li>▪ at least two disciplines (→ Box 1)</li> <li>▪ at least two organizations</li> <li>▪ adequate balance in terms of budget and task distribution between the partners</li> </ul>	At least three applicants, of whom <ul style="list-style-type: none"> <li>▪ at least two GLOHRA members               <ul style="list-style-type: none"> <li>○ from two different organizations</li> <li>○ at least two disciplines (→ Box 1)</li> </ul> </li> <li>▪ one Germany-based non-academic partner (e.g. policy, industry, civil society)</li> </ul>	Applicant must <ul style="list-style-type: none"> <li>▪ be a GLOHRA member</li> <li>▪ have obtained a PhD degree or equivalent within the last 0-7 years at the time of application</li> </ul>
	Funding for project partners and associate members is capped at 50.000€ per partner per year. International partners can participate as subcontractors. A subcontract may not exceed 50% of the budget of the member awarding the subcontract.		
<b>Duration</b>	generally up to 12 months 18 months in exceptional cases	up to 24 months	12-24 months
<b>Indicative funding amount</b>	120,000 EUR per project over 12 months	240,000 EUR per project over 24 months	Up to 100,000 EUR per project per year
<b>Evaluation criteria*</b>	<ul style="list-style-type: none"> <li>▪ Scientific novelty, quality and originality, interdisciplinarity</li> <li>▪ Adequacy and feasibility of the work plan, budget and management procedures</li> <li>▪ Impact and expected results</li> </ul>		
	*see pp. 4-5		
<b>Expected results</b>	<ul style="list-style-type: none"> <li>▪ Scientific publications, third-party funding applications</li> <li>▪ Approaches, results, strategies, narratives, etc. that underpin and support interdisciplinarity in global health research projects</li> <li>▪ Contribution to cross-institutional and interdisciplinary cooperation within and beyond Germany</li> </ul>	<ul style="list-style-type: none"> <li>▪ Innovative structures, models, methods, tools, networks etc. that are accessible and usable for the wider global health community and/or transferrable to other contexts</li> <li>▪ Contribution to cross-institutional and interdisciplinary cooperation within and beyond Germany</li> </ul>	<ul style="list-style-type: none"> <li>▪ Scientific publications, third-party funding applications</li> <li>▪ Contribution to cross-institutional and interdisciplinary cooperation within and beyond Germany</li> </ul>

## 4. Application

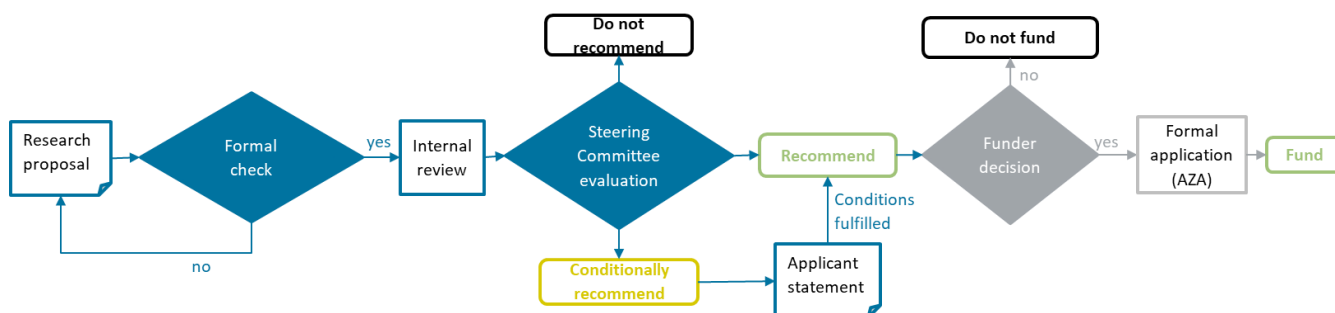
### Submission of the project applications to the Secretariat

Applicants are encouraged to contact the Secretariat and read the FAQ section on the GLOHRA website (<https://globalhealth.de/faqs.html>) before submitting an application.

Project proposals must be submitted to the GLOHRA Secretariat by e-mail ([secretariat@globalhealth.de](mailto:secretariat@globalhealth.de)) by the cut-off date provided on the website. For better comparability and assessment of submitted project proposals, the application form is standardized. A page limit of max. 12 pages applies (without annexes).

## 5. Evaluation

### Process



### Criteria

#### 1. Scientific novelty, quality and originality, interdisciplinarity

- Ambition, innovation potential, beyond the state of the art (e.g. ground breaking objectives, novel concepts and approaches)
- Clarity and pertinence of the objectives
- Credibility of the proposed interdisciplinary approach
- Soundness of the concept
- Adequacy of the proposed research methods
- Where relevant, use of stakeholder knowledge, gender dimensions and sustainability aspects in terms of content, project design and execution, team composition and leadership, outcomes etc.

#### 2. Adequacy and feasibility of the work plan, budget and management procedures

- Coherence and aptness of the work plan, including appropriate allocation of tasks and resources
- Operational capacity of the applicants to carry out the project
- Complementarity of the projects applicants and partners
- Appropriate management structures and procedures, including risk and innovation management



### 3. Impact and expected results

#### *Interdisciplinary pilot projects*

- Approaches, results, strategies, narratives, etc. that underpin and support interdisciplinarity in global health research projects
- Contribution to academic interdisciplinary network integration within GLOHRA
- Measureable outcomes that align with the stated research objectives
- Demonstrated potential to address or lay the groundwork for addressing, a global health need

#### *Cross-sector projects*

- Relevance and potential contribution to the national or international global health agenda
- Contribution to the German integration in international and cross-sector global health research networks and activities
- Innovative structures, models, methods, tools, networks etc. that are accessible and usable for the wider global health community and/or transferrable to other contexts
- Measureable outcomes that align with the stated research objectives

#### *Global Health Postdoc Fellowships*

- International and interdisciplinary approach
- Integration in GLOHRA activities
- Relevance and contribution to the applicant's career development
- Scientific publications, third-party funding applications
- Measureable outcomes that align with the stated research objectives

#### *Special calls*

- As specified in the call documents

#### **Formal check**

The Secretariat checks the formal criteria of the applications. If the formalities are not adhered to, the applicant will be given the opportunity to submit the missing information at short notice. GLOHRA may reject applications that do not meet the formal requirements. This decision shall be made at the discretion of the Steering Committee.

#### **Evaluation by the Steering Committee**

The Secretariat forwards qualifying proposals to the Steering Committee and allocates each proposal to one of four permanent interdisciplinary rapporteur groups. The rapporteurs will study the assigned proposals in depth and complete individual evaluation reports for each project. All Steering Committee members have access to all proposals. If necessary or helpful, the Steering Committee may ask up to two external evaluators to provide a short written expertise on a given proposal to support the decision-making. Based on the results of the internal review and the application criteria listed above, the Steering Committee will jointly discuss, score and rank the proposals at an evaluation meeting and recommend a limited number of projects for funding.



Representatives of the funding ministries and the funding agencies are expressly invited to participate in the evaluation as observers.

### **Decisions**

After deliberations about the project proposal, the Steering Committee can make funding recommendations as follows:

1. Recommend: The project proposal is evaluated positively and recommended for funding.
2. Conditionally recommend: The project proposal is conditionally recommended for funding. The applicant is invited to incorporate suggested modifications. The project will only be recommended for funding if the Steering Committee agrees that the identified issues have been adequately responded to.
3. Reject: The project proposal is not recommended for funding.

The approval or rejection of a project proposal is decided by a simple majority of the Steering Committee. All members of the Steering Committee are entitled to vote, provided they do not declare a conflict of interest.

The final funding decision will be taken by the Federal Ministry of Education and Research (BMBF).

### **Conflicts of interest**

If members of the Steering Committee are biased or declare a conflict of interest, they may not review an application. They must leave the room during the discussion and do not vote on the project.

A member of the Steering Committee needs to declare a conflict of interest if s/he is involved financially or in terms of content in the planned project or if s/he is employed in the same institute or working group as the applicant and cooperates with them in terms of content. In addition, the members of the Steering Committee are requested to truthfully declare close cooperation or direct competition with the applicant in thematically similar projects. Employment in the same superordinate institution alone is no reason for bias. Cases of doubt will be decided upon individually, using the DFG Guidelines for Avoiding Conflicts of Interest as a reference.

### **Final assessment and implementation by the funder and designated project management agency**

For the final funding decision, the Secretariat forwards the application documents, the Steering Committee's vote and the minutes of the Steering Committee's review to the funding ministry or its designated project management agency. The applicant will then be invited to submit a formal application ("AZA") to the project management agency.

A binding grant can only be awarded after a final review of the documents by the funding body or its project management agency. The project management agency will handle grant agreements and contracts, official progress and financial reporting etc. directly with the applicant. The BMBF has entrusted the Project Management Agency Health Research in the German Aerospace Center (PT-DLR) with implementing the projects.



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## 6. Resubmissions

### Rules for re-submissions and renewals

Rejected proposals cannot be resubmitted. Applications for renewal of cross-sector projects are generally possible. Applications for renewal must be treated in the same way as new applications in the application procedure. Due to the nature of pilot projects, these cannot be renewed.

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## 7. Reporting duties

### Reporting to the funder and the Steering Committee

Applicants are obliged to report to the funding body or its project management agency, which is independent of GLOHRA. Completed reports should be sent to the GLOHRA Secretariat, who will forward them to the project management agency. The Steering Committee is entitled to request written or oral interim and/ or final reports on the projects. It is desirable that short project reports are presented at GLOHRA's annual symposium.

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## 8. Contact

### German Alliance for Global Health Research (GLOHRA)

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