Training Guide for Data Admin – Proposals

IGMS

Learning Objectives

In this session, you will learn :

- **Overview of IGMS**

In this module you will learn what is IGMS and common terms

- **Registration and Login**

In this module you will learn how to register as a Data Admin, how to login and what menus are available.

- **Proposal Submission**

In this module you will learn how to update draft proposals and resubmitted proposals on behalf of the Lead PI

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Overview of IGMS

Overview of IGMS System

The IGMS system is designated for researchers and grant managers who are involved in NRF, MOH, MOE and A*STAR grants.

The system allows management of grants from submission of proposal till closure of the project

Definitions, Acronyms and Abbreviations

Sl. No	Abbreviation / Acronyms	Definitions
1	PI	Principal Investigator
2	PM	Programme manager
3	HI	Host Institution
4	HI ORE	Host Institution Office of Research
5	DOR	Director of Research
6	AI ORE	Academic Institution Office of Research
7	AI DOR	Academic Institution Director of Research
8	HI Finance	Host Institution Finance
9	HI HR	Host Institution Human Resources
10	DA	Data Admin

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Integrated Grant Management System (IGMS)

https://www.researchgrant.gov.sg/

Registration and Login

1. Overview of IGMS
2. **Registration and Login**
    - Register as a Data Admin in IGMS
    - Logging in as a Data Admin
    - Links and Menus for Data Admin
3. Proposal Submission module
    - Pre-requisites to accessing a Proposal
    - Accessing a Draft Proposal
    - Accessing a Proposal that is Pending Resubmission
    - Filling up the Proposal form

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Register as a Data Admin in IGMS

Register as a Data Admin in IGMS – 1

1 ▶ Click on "Host Institution Users" login option on the IGMS login page

To Note

This Login route is for users who are applying for grant calls or performing transactions on behalf of their company.
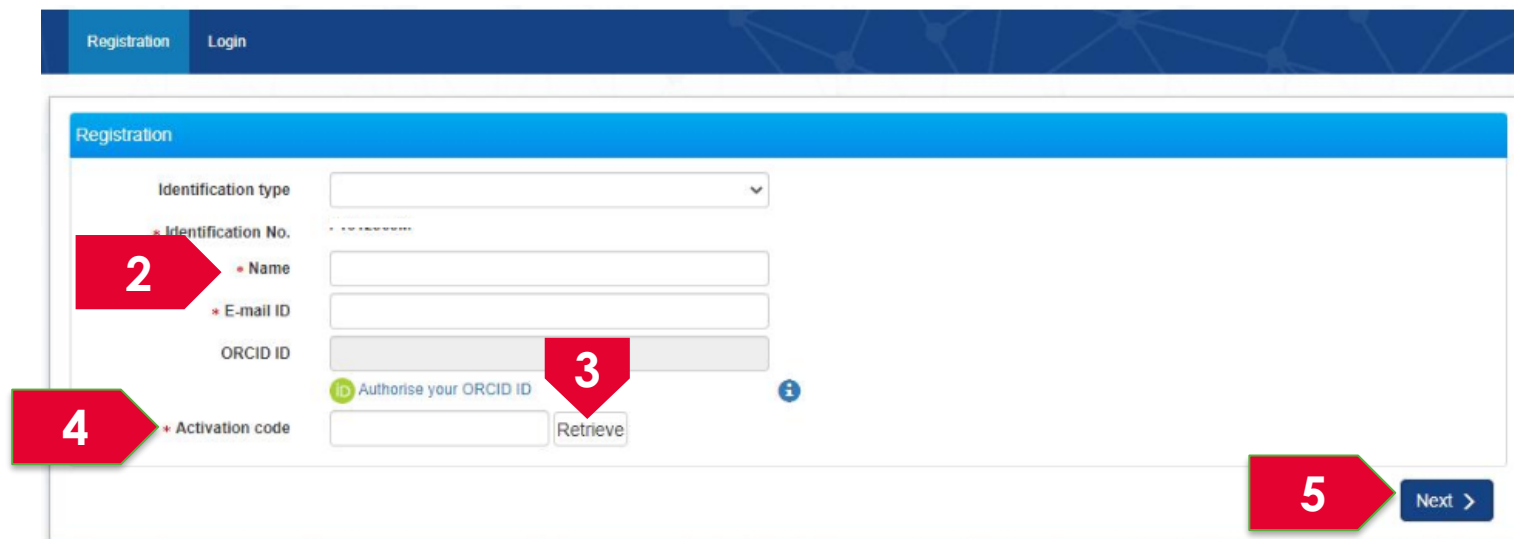
1 ▶

Host Institution Users

- Principal Investigator
- HI Administrator
- Office of Research/ Director of Research
- HI Finance/ HI Human Resource
- Data Administrator/ HI Audit

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Register as a Data Admin in IGMS – 2

2 Fill up all the mandatory fields indicated by the Asterix (*). Identification type and Identification No will be populated by system.

3 Click on **Retrieve** button to generate a new Activation Code. System sends an Activation Code which will be valid for 15 minutes to the email account mentioned at the above.

4 System displays a message indicating an Activation Code has been sent to your email account. Input the Activation Code.
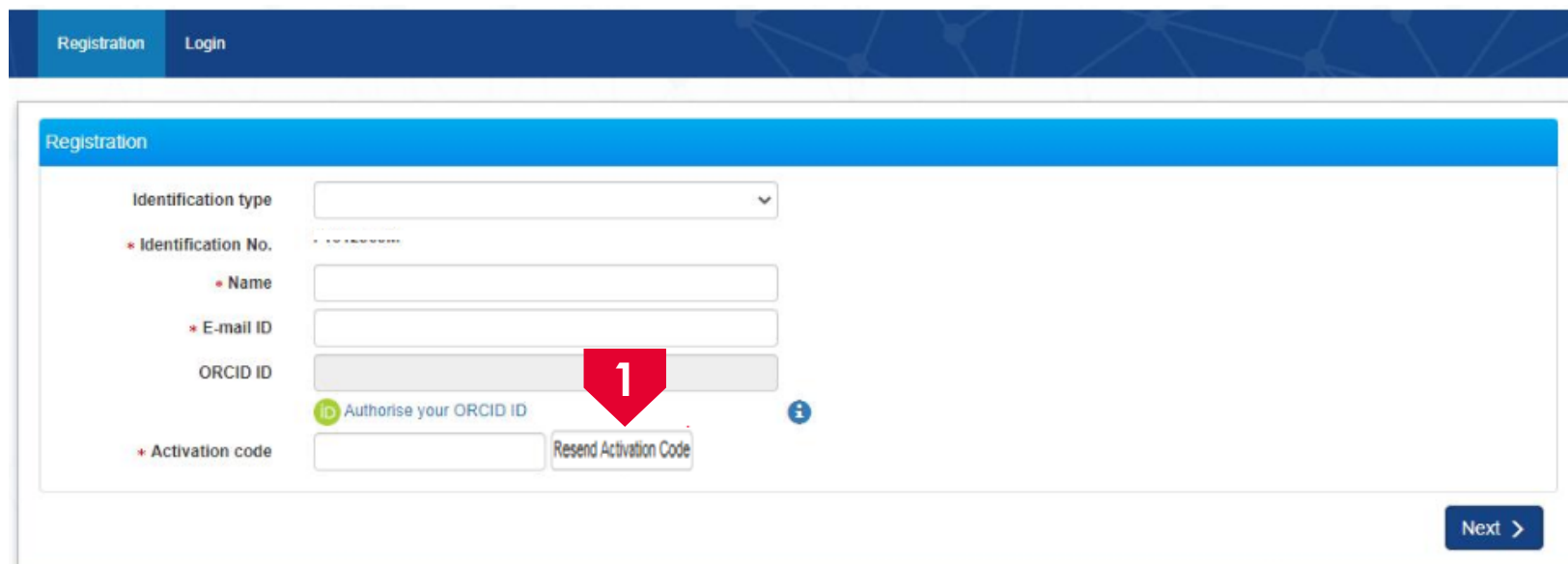
5 Click on Next button to complete the registration.

Register as a Data Admin in IGMS – 3
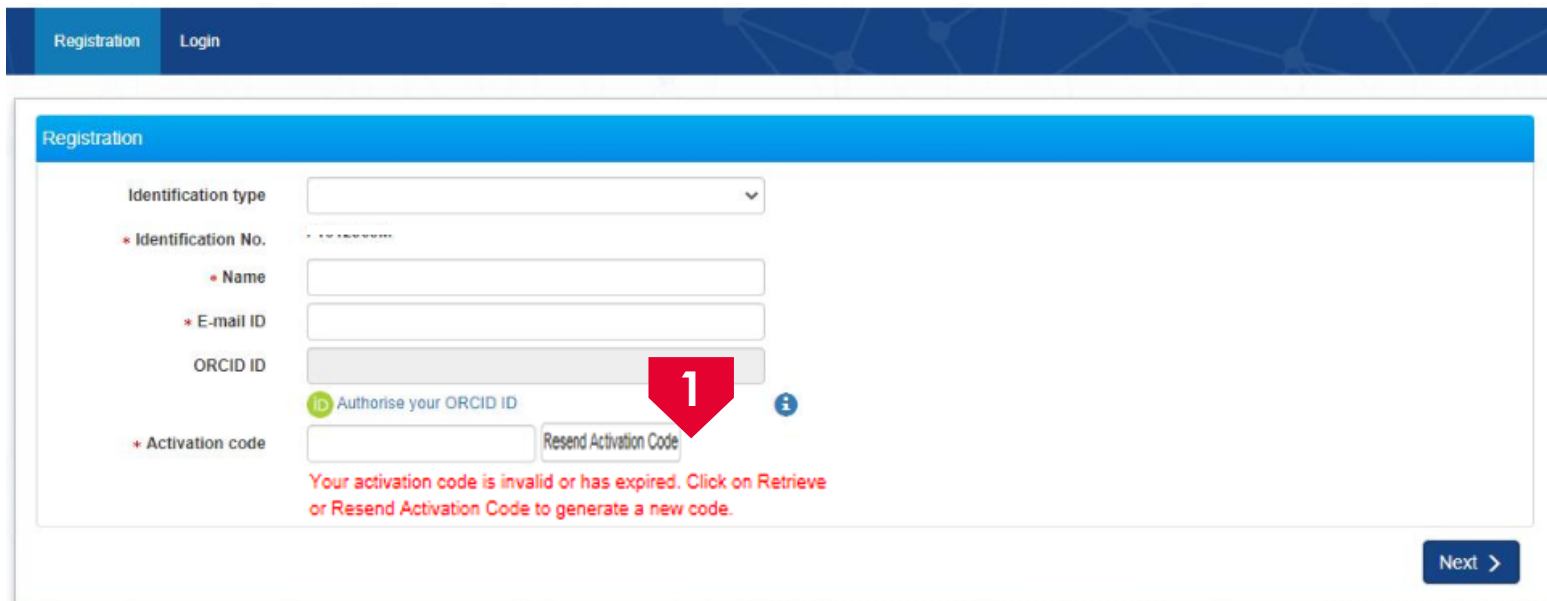
1 If user misses the Activation Code, he/she should click Resend Activation Code button to generate a new one. System will send a new code in a new email.

Register as a Data Admin in IGMS – 4

1 If user inputs a wrong Activation Code, system displays the error message. User can click Resend Activation Code button to generate a new one. System will send a new code in a new email.

Logging in as a Data Admin

Logging in as a Data Admin – 1
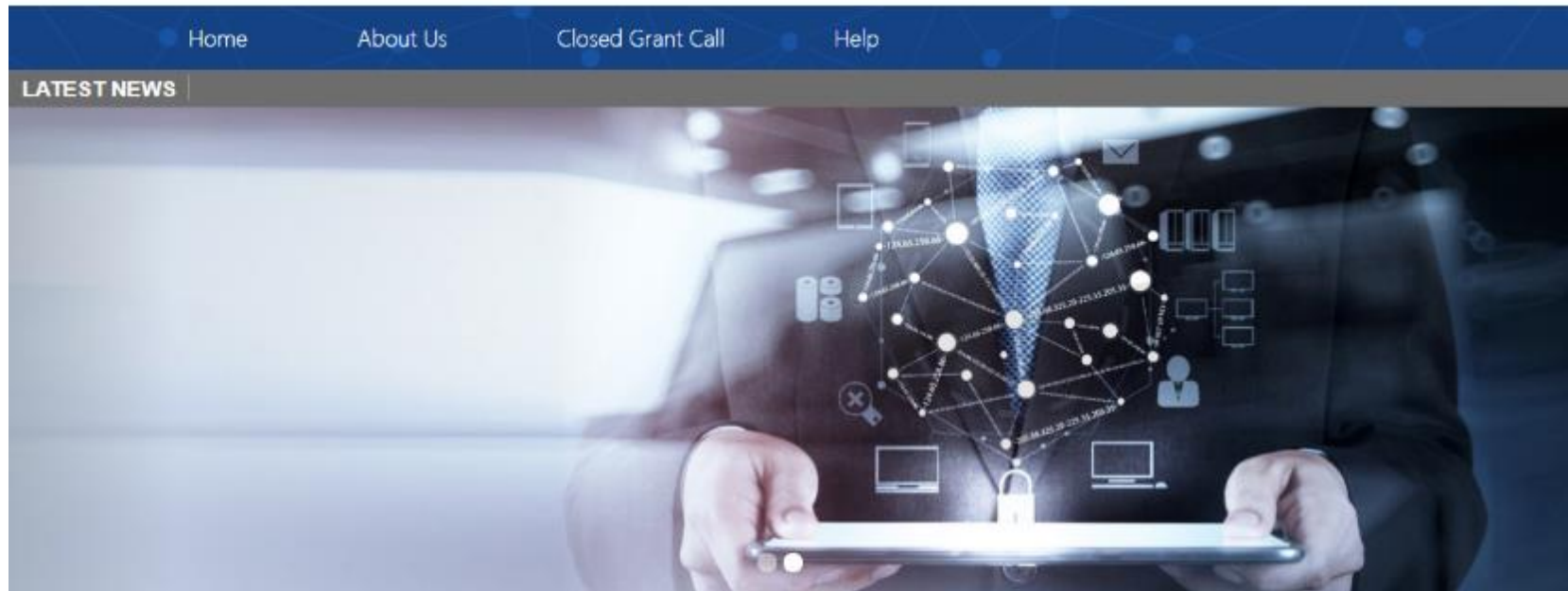
1 Click on **Login**

Logging in as a Data Admin– 2

Host Institution Users

- Principal Investigator
- HI Administrator
- Office of Research/ Director of Research
- HI Finance/ HI Human Resource
- Data Administrator/ HI Audit

1

1 Click on **"Host Institution Users"** login option

Forget & reset password for Singpass login (Host Institution and Individual users)

Forget and Reset Password for Singpass Login

Go to www.singpass.gov.sg to reset the password or to retrieve lost password

Links and Menus for Data Admin

Links and Menus for Data Admin
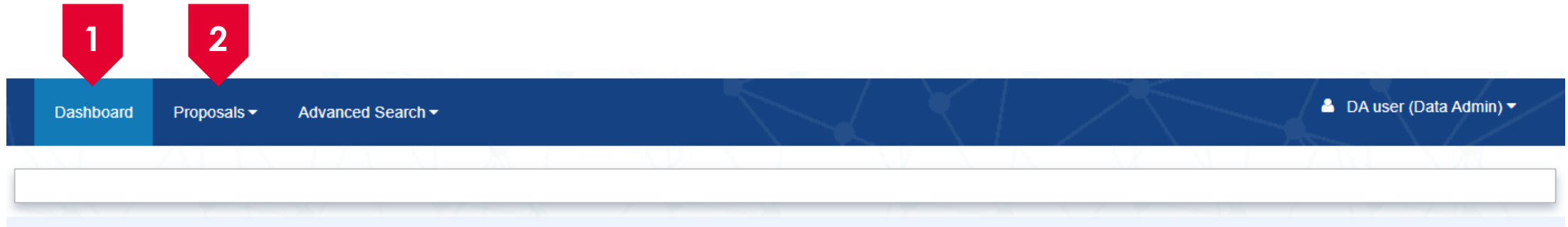
1 **Dashboard**: Displays the items pending user's actions (coming soon)

2 **Proposals**: Displays the proposals assigned to the Data Admin by the PI

Proposal Submission

1. Overview of IGMS
2. Registration & User Profile module
   - Register as a Data Admin in IGMS
   - Logging in as a Data Admin
   - Links and Menus for Data Admin
3. **Proposal Submission module**
   - Pre-requisites to accessing a Proposal
   - Accessing a Draft Proposal
   - Accessing a Proposal that is Pending Resubmission
   - Filling up the Proposal form

Pre-requisites to accessing a Proposal

Pre-requisites to accessing a Proposal - 1

- The Data Admin must be assigned by the Lead PI to the grant call (refer to the training manual on Potential applicants slides for details)
- The PI can only assign a Data Admin to a grant call after he has started a Draft Proposal for that grant call
- The Data Admin can only access Draft proposals and proposals with status of Pending Resubmission.

Accessing a Draft Proposal

Accessing a draft proposal - 1

1 Click on **Proposals**

2 Click on **View Draft Proposals**

3 Click on the **Proposal ID**

Accessing a draft proposal - 2

Click on **Actions**

Click on **View proposal information**

Accessing a draft proposal - 3

6

Update the required details in the proposal by clicking on the tabs to access different parts of the proposal

To Note

Data admin will be notified via email when PI submits the proposal to the ORE

Accessing a Proposal that is Pending Resubmission

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Accessing a proposal that is pending resubmission - 1

For the proposals **returned** to PI (Status: **Pending Resubmission**), Data Admin will be notified via email. Data admin can start to directly edit the returned proposal from the "Proposals → View current proposal submissions" menu.

1

Click on **Proposals**

2

Click on **View Current Proposal Submissions**

3

Click on the **Proposal ID**

Accessing a proposal that is pending resubmission - 2

4 Click on **Actions**

5 Click on **View proposal information**

Accessing a proposal that is pending resubmission - 3

6

Research Details	Research Team, Collaborators, Referees	Research Milestone	Budget	Declaration of Ethics Approval	Other Attachments	Undertaki

Research details

Expand All Section

Please ensure that all the details required for your proposal are included in this application form. Subsequent changes after submission will not be allowed.

∧ Hide Proposal Details

Title of research project	CR0067		
Proposal ID	NRFCR0067-0001	Last updated date	14-Jul-2021
Proposal status	**Pending Resubmission**	Grant call closing date	25-Feb-2050 12:00 AM

Overview ∨

Research details ∨

HRCS coding ∨

Scientific abstract ∨

Lay abstract ∨

Research proposal ∨

7 Action Trail ∨

Save as Draft 💾   Next ❯

6 Update the required details in the proposal by clicking on the tabs to access different parts of the proposal

7 The action trail will have the comments keyed in by ORE, DOR and PM. This section will inform user on what needs to be updated in the proposal.

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Accessing a proposal that is pending resubmission - 4

Action Trail

1 - ... of ... matching results found

Date ▼	Submitted by ⬍	Comments
06-Sep-2017	ORE 1	Returned
06-Sep-2017	P1	Please approve

A This column will display the date when the comments/ action was taken

B This column displays the name of the person who performed the action or provided comments

C This column displays the comments provided by the person

Accessing a proposal that is pending resubmission - 5

8

| ...ch Details ✓ | Research Team, Collaborators, Referees ✓ | Research Milestone ✓ | Budget ✓ | Declaration of Ethics Approval ✓ | Other Attachments ✓ | Undertaking ✓ |

Undertaking
Expand All Sections

The Lead Principal Investigator (Lead PI), the Office of Research (ORE) and the Director of Research (DOR) are required to declare and undertake all the responsiblities listed in this section.

∧ Hide Proposal Details

Title of research project	CR0067		
Proposal ID	NRFCR0067-0001	Last updated date	17-Jul-2021
Proposal status	**Pending Resubmission**	Grant call closing date	25-Feb-2050 12:00 AM

Undertaking by lead PI ∨

Action Trail ∨

‹ Back

9 → Inform Lead PI 💾

8
Navigate to the Undertaking section

9
Click on "Inform Lead PI" when the updates are complete

To Note
Data admin will be notified via email when PI resubmits the proposal to the ORE.

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Filling up the Proposal Form

Filling up the Proposal Form

The proposal will contain a maximum on 11 forms. The actual number of forms to fill up will vary based on the Grant Call that the PI is trying to apply.

1 Research Details	**7** Funding Support
2 Research team, collaborators, Referees	**8** Reviewers
3 Key Performance Indicator	**9** Declaration of Ethics
4 Research Milestone	**10** Other Attachments
5 Technical Milestone	**11** Undertaking
6 Budget	

To Note

While applying for full proposal, the contents of the white paper will be carried over to the full proposal.

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① Research Details

1.1 Overview

1.2 Institution

1.3 Research details

1.4 HRCS coding

1.5 Scientific abstract

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

Research Details	Research Team, Collaborators, Referees	Key Performance Indicator	Research Milestone	Technical Milestone	Budget	Funding Su

Research details   Expand All Sections

Please ensure that all the details required for your proposal are included in this application form. Subsequent changes after submission will not be allowed.

⌃ Hide Proposal Details

Title of research project	**Cyber Security research project**
Proposal ID	
Proposal status	**Draft**

Last updated date	02-Sep-2017
Grant call closing date	29-Sep-2017 11:59 PM

Overview ⌄

Institution ⌄

Research details ⌄

HRCS coding ⌄

Scientific abstract ⌄

Lay abstract ⌄

Research proposal ⌄

Action Trail ⌄

Save as Draft 💾   Next ❯

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

Research Details

1

1.1 Overview

1.2 Institution

1.3 Research details

1.4 HRCS coding

1.5 Scientific abstract

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

Overview

1 ...ovide an overview of the research project in this section.

* Project duration (months)	60
2 * Academic institution	Faculty of Dentistry (NUS)
* Title of research project	Title of research project

1 Fill up the overview section

2 The academic institution field may not be visible for all proposals. The field will appear only when it is applicable to the grant call.
Select the academic institution. All proposals where academic institution is applicable has to go through AI ORE verification and AI DOR endorsement

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① Research Details

1.1 Overview

1.2 **Institution**

1.3 Research details

1.4 HRCS coding

1.5 Scientific abstract

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

Institution

The Institution is responsible for undertaking and managing the research, as well as administering the funding. You are not allowed to remove the institution which you belong to. You are allowed to add additional institutions only if the Grant Call allows for multiple institutions.

S/N	Institution name
1	Default Vendor

2

Remove ⊖   Add ⊕

1 Fill up the institution section. The default institution will be filled up based on the Lead PIs institution.

2 The add button will be able available only for proposals which allow multiple institutions. To add institutions, click on **Add** button.

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① Research Details

1.1 Overview

1.2 **Institution**

1.3 Research details

1.4 HRCS coding

1.5 Scientific abstract

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

Add/ Edit Institution

3 * Institution   Beacon Primary School

Cancel ✖   Save 💾   **4**

3 Select the institution from the drop down

4 Click on **Save** button

Research Details

1

1.1	Overview
1.2	**Institution**
1.3	Research details
1.4	HRCS coding
1.5	Scientific abstract
1.6	Lay abstract
1.7	Research Proposal
1.8	Action Trail

Institution

The Institution is responsible for undertaking and managing the research, as well as administering the funding. You are not allowed to remove the institution which you belong to. You are allowed to add additional institutions only if the Grant Call allows for multiple institutions.

S/N	Institution name	
1	Default Vendor	
2	Advanced Digital Sciences Centre	☐
	Beacon Primary School	☐

Remove ⊖   Add ⊕

5

5 A new row is added

Research Details

1

Institution

The Institution is responsible for undertaking and managing the research, as well as administering the funding. You are not allowed to remove the institution which you belong to. You are allowed to add additional institutions only if the Grant Call allows for multiple institutions.

S/N	Institution name	
1	Default Vendor	
2	Advanced Digital Sciences Centre	
3	Beacon Primary School	☐

6

7

Remove ⊖   Add ⊕

6 To remove a institution, click on the check box

7 Click on **Remove**

To Note

1. The user can only remove institutions that were added. The Lead PI's institution cannot be removed.

Research Details

1

1.1 Overview

1.2 Institution

1.3 **Research details**

1.4 HRCS coding

1.5 Scientific abstract

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

Research details

Please provide the research details of the research project in this section.

1

* Keywords — Biomedical, Satellite

* Main research area — Natural sciences

* Research objectives — Research objectives

* Potential application/ exploitation of research — Potential application/ exploitation of research

1 Fill up the research details section

Research Details

1

1.1 Overview

1.2 Institution

1.3 Research details

1.4 HRCS coding

1.5 Scientific abstract

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

HRCS coding

Please select the category/categories or code(s) from the pre-defined list applicable to your research.

1

Category				
☑ Reproductive Health and Childbirth	☐ Injuries and Accidents	☐ Mental Health	☐ Stroke	☐ Ear
☑ Inflammatory and Immune System	☐ Renal and Urogenital	☐ Neurological	☐ Blood	
	☐ Congenital Disorders	☐ Respiratory	☐ Other	
☑ Oral and Gastrointestinal	☐ Musculoskeletal	☐ Infection	☐ Skin	
☑ Generic Health Relevance	☐ Cardiovascular	☐ Cancer	☐ Eye	
☐ Metabolic and Endocrine				

Research activity code 1 — Underpinning Research ▾ — Normal biological development and functioning ▾ ⓘ

Research activity code 2 — Health and Social Care Services Research ▾ — Organisation and delivery of services ▾ ⓘ

1 This section is only applicable when the research area is Biomedical Sciences

Research Details

1

1.1 Overview

1.2 Institution

1.3 Research details

1.4 HRCS coding

1.5 **Scientific abstract**

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

Scientific abstract

1 ...e a succinct and accurate scientific or academic description of the proposal to include the specific aims, hypotheses, methodology & approach of the research proposal and feasibility of the ...ing its importance to science or medicine (if applicable).

* **Scientific abstract**

Scientific abstract

1 Fill up the scientific abstract

1 Research Details

1.1 Overview

1.2 Institution

1.3 Research details

1.4 HRCS coding

1.5 Scientific abstract

1.6 **Lay abstract**

1.7 Research Proposal

1.8 Action Trail

Lay abstract

1 ...ide an abstract of the proposed research, written for the understanding of individuals who are not trained in the scientific field. The abstract should be written in relatively simple, non-technical ...This information may be used for public communication purposes (e.g. announcement of grant call results).

* Lay abstract

Lay abstract

1 Fill up the Lay abstract

Research Details

1

1.1	Overview
1.2	Institution
1.3	Research details
1.4	HRCS coding
1.5	Scientific abstract
1.6	Lay abstract
1.7	**Research Proposal**
1.8	Action Trail

Research proposal

1

2

Please download the template(s) and upload the completed document(s) and/or additional attachments in the form of Appendices e.g. pictures, diagrams, references and/or charts in this section. Instr... ...ease click ⬇ **here** to download the template(s). To add attachment, click the 'Add files...' button. Once completed, click the 'Start upload' button. File types allowable include: txt, doc, pdf, ...he maximum size for each file is 4 MB.

[**+ Add files...**] [**⊕ Start upload**] [**⊘ Cancel upload**] [**🗑 Delete**]

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

	File name	Size/Status	Actions	☐ Check all
📄	Scientific.png	18.13 KB	🗑 Delete	☐

1 Download the research proposal template by clicking on **here**
Fill up the template

2 Click on **Add** files to upload the filled up research proposal template

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Research Details

1

1.1 Overview

1.2 Institution

1.3 Research details

1.4 HRCS coding

1.5 Scientific abstract

1.6 Lay abstract

1.7 Research Proposal

1.8 Action Trail

Action Trail

1 - 10 of 10 matching results found

	Submitted by	Comments
06-Sep-2017	Jason Chew	Approved by PM
06-Sep-2017	DOR1	Endorsed
06-Sep-2017	ORE 1	Submitted to DOR for endorsement
06-Sep-2017	ORE 1	Returned to PI
06-Sep-2017	DOR1	Returned by DOR

1 This section displays the date and actions each party took in the course of approval of the proposal

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2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

| Research Details ✓ | Research Team, Collaborators, Referees → | Key Performance Indicator → | Research Milestone → | Technical Milestone → | Budget → | Funding Sup |

Research team, collaborators, referees   Expand All Sections

Please ensure that all the details required for your proposal are included in this application form. Subsequent changes after submission will not be allowed.

∧ Hide Proposal Details

Title of research project   **Cyber Security research project**

Proposal ID   Last updated date   06-Sep-2017

Proposal status   **Draft**   Grant call closing date   29-Sep-2017 11:59 PM

Research team ∨

Collaborators ∨

Referees ∨

Mentors ∨

< Back   Save as Draft 💾   Next >

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

2 Research team, collaborators, Referees

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

Research team

Please ensure that the team members fulfil the eligibility criteria of the grant call. Please list the team members (Lead PI, Team PI and/or Co-Investigator) and provide the required details in this section. Click on the name and key in all the mandatory fields.

S/N	Name	Institution	Role in project	% time within total work commitment	% time within this project	
1	P1	Default Vendor	LeadPI			

Remove ⊖ Add ⊕

There are 3 functions for Research team section

2.1.1 **Updating a Research Team Member**

2.1.2 **Adding a new Research Team Member**

2.1.3 **Removing a Research Team Member**

2.1.1 Updating a Research team member profile

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

Research team

Please ensure that the team members fulfil the eligibility criteria of the grant call. Please list the team members (Lead PI, Team PI and/or Co-Investigator) and provide the required details in this section. Click on the name and key in all the mandatory fields.

S/N		Institution	Role in project	% time within total work commitment	% time within this project	
	P1	Default Vendor	LeadPI			

Remove ⊖   Add ⊕

1

The logged in user will be defaulted as the Lead PI. The Lead PI cannot be removed from the proposal. The Lead PIs information has to be updated.

2

To update the Lead PIs information, click on the name

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2.1 **Research team**

2.1.1 Updating a Research team member profile

2.2 Collaborators

2.3 Referees

2.4 Mentors

To Note

1. The Lead PI and Team PI's ORCID must be authorised before they can be added as a team member.
2. % time within this project for Lead PI + all Team PI(s) + collaborator(s) must add up to 100%.

Add/ Edit Research Team Member

To add/edit a team member, please perform a search by selecting the field (Email, NRIC/FIN or ORCID) in the "Search by" box, input the keywords and click on the "Search" button.

Search by	E-mail ▾ p2@gmail.com 🔍
Salutation	Prof. * Name P2
* Identification type	FIN * Role in project ▾ ⓘ
* Identification number	•••••••• * % time within total work commitment ⓘ
ORCID	0000-0002-8689-4935 ⓘ * % time within this project ⓘ
* Institution	Default Vendor ▾ ⓘ
Remarks	ⓘ

3

* Attach CV

Please attach a detailed CV. The CV should be updated information of the person, including academic qualification, professional experience and accomplishments. Please adhere to the CV format requirements and maximum page limit, as requested by the grantor (if any).please click ⬇ here to download template.

Please also attach a list in chronological order, showing the titles and complete references to recent representative publications relevant to this research proposal only.

To add attachment, click the 'Attach files...' button. Once completed, click the 'Start upload' button. File types allowable include: txt, doc, pdf, zip, xls. The maximum size for each file is 4 MB.

4

NOTE: Attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

5

+ Attach files...

Cancel ✖ Save 💾

6

3 Fill up the Lead PI's information

4 Download the CV template by clicking on **here**

5 Attach the filled up CV template

6 Click on **Save** to save the information

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2.1.1 **Updating a Research team member profile**

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

Research team

Please ensure that the team members fulfil the eligibility criteria of the grant call. Please list the team members (Lead PI, Team PI and/or Co-Investigator) and provide the required details in this section. Click on the name and key in all the mandatory fields.

S/N	Name	Institution	Role in project	% time within total work commitment	% time within this project	
	P1	Default Vendor	LeadPI	50	50	

Remove ⊖   Add ⊕

7

7 The Lead PI information is updated

To Note

1. Follow the same process to update other team member's information

Research team, collaborators, Referees

Adding a new Research team member

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

1 To add a new team member. Click on the Add button

2 Research team, collaborators, Referees

2.1.2 **Adding a new Research team member**

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

To Note

1. All research team members should be registered in the system before they can be added as a team member

2 Search for the team member using the search option

Add/ Edit Research Team Member

To add/edit a team member, please perform a search by selecting the field (Email, NRIC/FIN or ORCID) in the "Search by" box, input the keywords and click on the "Search" button.

2 Search by — NRIC

Salutation | *Name

*Identification type | *Role in project

*Identification number | *% time within total work commitment

ORCID | *% time within this project

*Institution — Default Vendor

Remarks

*Attach CV — Please attach a detailed CV. The CV should contain updated information of the person, including academic qualification, professional experience and accomplishments. Please adhere to the CV format requirements and maximum page limit, as requested by the grantor (if any).please click ⬇ here to download template.

Please also attach a list in chronological order, showing the titles and complete references to recent representative publications relevant to this research proposal only.

To add attachment, click the 'Attach files...' button. Once completed, click the 'Start upload' button. File types allowable include: txt, doc, pdf, zip, xls. The maximum size for each file is 4 MB.

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

+ Attach files...

Cancel ✖ | Save 💾

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2 Research team, collaborators, Referees

2.1.2 **Adding a new Research team member**

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

Add/ Edit Research Team Member

To add/edit a team member, please perform a search by selecting the field (Email, NRIC/FIN or ORCID) in the "Search by" box, input the keywords and click on the "Search" button.

3 Search by: NRIC ▾

- NRIC
- FIN
- Name
- E-mail
- ORCID

Salutation

* Identification type

* Identification number

ORCID ℹ

* Institution: Default Vendor ▾ ℹ

* Name

* Role in project ▾ ℹ

* % time within total work commitment ℹ

* % time within this project ℹ

To Note

% time within this project for Lead PI + all Team PI(s) + collaborator(s) must add up to 100%

3 Search for a team member using
1. NRIC
2. FIN
3. Name (the name should be keyed in exactly as registered by the user. No partial search is allowed)
4. E-Mail
5. ORCID

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2 Research team, collaborators, Referees

2.1.2 Adding a new Research team member

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

To Note

Institution
1. Select the institution that the team member belongs to. If the institution is not present, contact the helpdesk.

Add/ Edit Research Team Member

To add/edit a team member, please perform a search by selecting the field (Email, NRIC, ORCID) in the "Search by" box, input the keywords and the "Search" button.

Search by	E-mail	p2@gmail.com
Salutation	Prof.	* Name	P2
* Identification type	FIN	* Role in project	
* Identification number	••••••••	* % time within total work commitment	
ORCID	0000-0002-8689-4935	* % time within this project	
* Institution	Default Vendor	
Remarks		

4 Key in the search criteria

5 Click on the **magnifying glass** to search

6 The search results are displayed

* Attach CV — Please attach a detailed CV. The CV should contain updated information of the person, including academic qualification, professional experience and accomplishments. Please adhere to the CV format requirements and maximum page limit, as requested by the grantor (if any).please click ⬇ **here** to download template.

Please also attach a list in chronological order, showing the titles and complete references to recent representative publications relevant to this research proposal only.

To add attachment, click the 'Attach files...' button. Once completed, click the 'Start upload' button. File types allowable include: txt, doc, pdf, zip, xls. The maximum size for each file is 4 MB.

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

+ Attach files...

Cancel ✖   Save 💾

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2.1.2 Adding a new Research team member

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

To Note

Role in Project
1. Team PI: Team PIs can have separate budgets for some Grant Calls
2. Co-I: Co-I cannot have separate budgets

Add/ Edit Research Team Member

To add/edit a team member, please perform a search by selecting the field (Email, NRIC/FIN or ORCID) in the "Search by" box, input the keywords and click on the "Search" button.

7

Search by	NRIC
Salutation	Prof.
* Identification type	FIN
* Identification number	••••••••
ORCID	0000-0002-8689-4935
Institution	A*STAR Computational Resource Ce
Remarks	Remarks

* Name | P2
* Role in project | TeamPI
* % time within total work commitment | 20
* % time within this project | 25

8

* Attach CV

Please attach a detailed CV. The CV should ... updated information of the person, including academic qualification, professional experience and accomplishments. ...ease adhere to the CV format requirements and maximum page limit, as requested by the grantor (if any).please click ⬇ here to download template.

9

Please also attach a list in chronological order, showing the titles and complete references to recent representative publications relevant to this research proposal only.

To add attachment, click the 'Attach files...' button. Once completed, click the 'Start upload' button. File types allowable include: txt, doc, pdf, zip, xls. The maximum size for each file is 4 MB.

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

Award.png 🗑

10

+ Attach files...

Cancel ✖ Save 💾

11

7 Fill up the Team members information

8 Select the institution the team member belongs to

9 Download the CV template by clicking on **here**

10 Attach the filled up CV template

11 Click on **Save** to save the information

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2 Research team, collaborators, Referees

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

12

Error

ORCID ID is mandatory and should be authenticated.

OK

12

After clicking on Save button, system will prompt the above error message if the PI (Lead PI or Team PI) has not authorised his/her ORCID.

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Research team, collaborators, Referees

2

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

Research team

Please ensure that the team members fulfil the eligibility criteria of the grant call. Please list the team members (Lead PI, Team PI and/or Co-Investigator) and provide the required details in this section. Click on the name and key in all the mandatory fields.

S/N	Name	Institution	Role in project	% time within total work commitment	% time within this project	
1	P1	Default Vendor	LeadPI	50	50	
2	P2	A*STAR Computational Resource Centre	TeamPI	20	25	☐

14

Remove ⊖   Add ⊕

14 A new team member is added to research team section

59

2 # Research team, collaborators, Referees

2.1.3 **Removing a Research team member**

2.1 **Research team**

2.2 Collaborators

2.3 Referees

2.4 Mentors

To Note

Lead PI cannot be removed from the proposal

Research team

Please ensure that the team members fulfil the eligibility criteria of the grant call. Please list the team members (Lead PI, Team PI and/or Co-Investigator) and provide the required details in this section. Click on the name and key in all the mandatory fields.

S/N	Name	Institution	Role in project	% time within total work commitment	% time within this project
1	P1	Default Vendor	LeadPI	50	50
2	P2	A*STAR Computational Resource Centre	TeamPI	20	25

1

2 Remove ⊖   Add ⊕

1 To remove a team member, check the checkbox

2 Click on **Remove**

60

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2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

Collaborators

A collaborator is an individual who collaborates in the scientific development and execution of the project. A collaborator would typically devote a specific percent of effort to the project. Researchers from overseas institutions or private companies can only participate as collaborators.

S/N	Name	Institution	% time within total work commitment	% time within this project	

Remove ⊖ Add ⊕

There are 3 functions for Collaborator section

2.2.1 **Adding a Collaborator**

2.2.2 **Updating a Collaborator**

2.2.3 **Removing a Collaborator**

61

2 Research team, collaborators, Referees

2.1 Research team

2.2 **Collaborators**

2.3 Referees

2.4 Mentors

2.2.1 **Adding a Collaborator**

Collaborators

A collaborator is an individual who collaborates in the scientific development and execution of the project. A collaborator would typically devote a specific percent of effort to the project. Researchers from overseas institutions or private companies can only participate as collaborators.

S/N	Name	Institution	% time within total work commitment	% time within this project

Remove ⊖   Add ⊕   **1**

1 To add a new collaborator, click on **Add** button

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2 # Research team, collaborators, Referees

2.2.1 **Adding a Collaborator**

2.1 Research team

2.2 **Collaborators**

2.3 Referees

2.4 Mentors

Add/Edit a Collaborator

Please add/edit the collaborator by providing inputs in the required fields below. Please upload the 'Letter of Commitment' stating the collaborator's specific role and contribution to the project in this section.

2

* Name	Collaborator	* Institution	Collaborator Institution
* E-mail	Collaborator@email.com	Telephone	90909090
* % time within total work commitment	100	* % time within this project	30

3

Cancel ✖   Save 💾

To Note

% time within this project for Lead PI + all Team PI(s) + collaborator(s) must add up to 100%

2 Fill up the details

3 Click on **Save** button

2.1 Research team

2.2 **Collaborators**

2.3 Referees

2.4 Mentors

2.2.1 **Adding a Collaborator**

Collaborators

A collaborator is an individual who collaborates in the scientific development and execution of the project. A collaborator would typically devote a specific percent of effort to the project. Researchers from overseas institutions or private companies can only participate as collaborators.

S/N	Name	Institution	% time within total work commitment	% time within this project	
	Collaborator	Collaborator Institution	100	30	☐

Remove ⊖ Add ⊕

4

4 A new collaborator is added

2 # Research team, collaborators, Referees

2.2.2 **Updating a Collaborator**

2.1 Research team

2.2 **Collaborators**

2.3 Referees

2.4 Mentors

Collaborators

A collaborator is an individual who collaborates in the scientific development and execution of the project. A collaborator would typically devote a specific percent of effort to the project. Researchers from overseas institutions or private companies can only participate as collaborators.

S/N		Institution	% time within total work commitment	% time within this project	
1	Collaborator	Collaborator Institution	100	30	☐

Remove ⊖   Add ⊕

1 To update a collaborator record, click on the name of the collaborator

2.2.2 **Updating a Collaborator**

2.1 Research team

2.2 **Collaborators**

2.3 Referees

2.4 Mentors

Add/Edit a Collaborator

Please add/edit the collaborator by providing inputs in the required fields below. Please upload the 'Letter of Commitment' stating the collaborator's specific role and contribution to the project in this section.

2

* Name	Collaborator	* Institution	Collaborator Institution
* E-mail	Collaborator@email.com	Telephone	90909090
* % time within total work commitment	100	* % time within this project	30

3

Cancel ✖   Save 🖫

To Note

% time within this project for Lead PI + all Team PI(s) + collaborator(s) must add up to 100%

2 Update the fields

3 Click on **Save** button to update the collaborator

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Research team, collaborators, Referees

Updating a Collaborator

2.1 Research team

2.2 **Collaborators**

2.3 Referees

2.4 Mentors

Collaborators

A collaborator is an individual who collaborates in the scientific development and execution of the project. A collaborator would typically devote a specific percent of effort to the project. Researchers from overseas institutions or private companies can only participate as collaborators.

S/N	Name	Institution	% time within total work commitment	% time within this project	
4	Collaborator	Collaborator Institution	100	13	☐

Remove ⊖ Add ⊕

4 The collaborator record is updated

2.2.3 **Removing a Collaborator**

2.1 Research team

2.2 **Collaborators**

2.3 Referees

2.4 Mentors

Collaborators

A collaborator is an individual who collaborates in the scientific development and execution of the project. A collaborator would typically devote a specific percent of effort to the project. Researchers from overseas institutions or private companies can only participate as collaborators.

S/N	Name	Institution	% time within total work commitment	% time within this project	
1	Collaborator	Collaborator Institution	100	13	☐ **1**

2 Remove ⊖   Add ⊕

1 To remove a collaborator, check the checkbox

2 Click on **Remove** button

68

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2 # Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 **Referees**

2.4 Mentors

Referees

Please input up to 5 referees.
Note: Certain programmes do not require any information on referees. Please refer to the specific instructions provided by the Grantor, if any.

S/N	Name	Institution	E-mail	Telephone

Remove ⊖   Add ⊕

There are 3 functions for Referees section

2.3.1 **Adding a Referees**

2.3.2 **Updating a Referees**

2.3.3 **Removing a Referees**

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2.3.1 **Adding a Referee**

2.1 Research team

2.2 Collaborators

2.3 **Referees**

2.4 Mentors

Referees

Please input up to 5 referees.
Note: Certain programmes do not require any information on referees. Please refer to the specific instructions provided by the Grantor, if any.

S/N	Name	Institution	E-mail	Telephone

Remove ⊖   Add ⊕

1

1 To add a new Referee, click on **Add** button

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2 # Research team, collaborators, Referees

Adding a Referee

2.1 Research team

2.2 Collaborators

2.3 **Referees**

2.4 Mentors

Add/Edit a Referee

Please add/edit the referee by providing inputs in the required fields below.

2

| * Name | Referee name | * Institution | Referee Institution |
| * E-mail | Referee@email.com | Telephone | 90909090 |

Referee's CV and letter of recommendation

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

Desert.jpg 🗑

+ Attach files...

3

Cancel ✖   Save 💾

2 Fill up the details

3 Click on **Save** button

2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

Referees

Please input up to 5 referees.
Note: Certain programmes do not require any information on referees. Please refer to the specific instructions provided by the Grantor, if any.

S/N	Name	Institution	E-mail	Telephone	
4	Referee name	Referee Institution	Referee@email.com	90909090	☐

Remove ⊖   Add ⊕

4 A new referee is added

72

2.1 Research team

2.2 Collaborators

2.3 **Referees**

2.4 Mentors

Referees

Please input up to 5 referees.
Note: Certain programmes do not require any information on referees. Please refer to the specific instructions provided by the Grantor, if any.

S/N	Name	Institution	E-mail	Telephone	
1	Referee name	Referee Institution	Referee@email.com	90909090	☐

Remove ⊖   Add ⊕

1 To update a Referee record, click on the name of the Referee

2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 **Referees**

2.4 Mentors

Add/Edit a Referee

Please add/edit the referee by providing inputs in the required fields below.

* Name: Referee name
* Institution: Referee Institution
* E-mail: Referee@email.com
Telephone: 90909090

Referee's CV and letter of recommendation

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

Desert.jpg

+ Attach files...

Cancel ✖   Save 🖫

2 Update the fields

3 Click on **Save** button to update the referee

74

2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 **Referees**

2.4 Mentors

Referees

Please input up to 5 referees.
Note: Certain programmes do not require any information on referees. Please refer to the specific instructions provided by the Grantor, if any.

S/N	Name	Institution	E-mail	Telephone	
4	Referee name	Referee Institution 2	Referee@email.com	67667651	☐

Remove ⊖ Add ⊕

4 The Referee record is updated

75

2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

Referees

Please input up to 5 referees.
Note: Certain programmes do not require any information on referees. Please refer to the specific instructions provided by the Grantor, if any.

S/N	Name	Institution	E-mail	Telephone	
1	Referee name	Referee Institution 2	Referee@email.com	67667651	☐ **1**

2 Remove ⊖   Add ⊕

1 To remove a referee, check the checkbox

2 Click on **Remove** button

76

2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 Mentors

To Note

The mentor section is applicable only for certain Grant Calls

Mentors ︿

Please input up to 5 mentors.

S/N ▲	Name	Institution ⇕	E-mail ⇕	Telephone ⇕

Remove ⊖   Add ⊕

There are 3 functions for Mentor section

2.4.1 **Adding a Mentor**

2.4.2 **Updating a Mentor**

2.4.3 **Removing a Mentor**

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2 **Research team, collaborators, Referees**

2.4.1 **Adding a Mentor**

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 **Mentors**

Mentors

Please input up to 5 mentors.

S/N	Name	Institution	E-mail	Telephone

Remove ⊖   Add ⊕

1

1 To add a new Mentor, click on **Add** button

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2 Research team, collaborators, Referees

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 **Mentors**

Add/Edit a Mentor

Please add/edit the mentor by providing inputs in the required fields below.

2

* Name: Mentor
* Institution: Mentor Institution
* E-mail: mentor@email.com
Telephone: 90909090

Mentor's CV and letter of recommendation

NOTE: The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

Koala.jpg

+ Attach files...

3

Cancel ✖   Save 💾

2 Fill up the details

3 Click on **Save** button

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2.4.1 Adding a Mentor

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 **Mentors**

Mentors

Please input up to 5 mentors.

S/N	Name	Institution	E-mail	Telephone	
4 Mentor	Mentor Institution	mentor@email.com	90909090	☐

Remove ⊖ Add ⊕

4 A new mentor is added

2.4.2 Updating a Mentor

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 **Mentors**

Mentors

Please input up to 5 mentors.

S/N	**1**	Institution	E-mail	Telephone	
1	Mentor	Mentor Institution	mentor@email.com	90909090	☐

Remove ⊖ Add ⊕

1 To update a Mentor record, click on the name of the Mentor

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Research team, collaborators, Referees

2.4.2 **Updating a Mentor**

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 **Mentors**

Add/Edit a Mentor

Please add/edit the mentor by providing inputs in the required fields below.

* Name: Mentor

* Institution: Mentor Institution

* E-mail: mentor@email.com

Telephone: 90909090

Mentor's CV and letter of recommendation

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

Koala.jpg

+ Attach files...

Cancel ✗   Save 💾

2 Update the fields

3 Click on **Save** button to update the Mentor

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2.4.2 Updating a Mentor

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 **Mentors**

Mentors

Please input up to 5 mentors.

S/N	Name	Institution	E-mail	Telephone	
	Mentor	Mentor Institution 2	Mentor@gmail.com	56458081	☐

Remove ⊖ Add ⊕

4 ← (pointer)

4 The Mentor record is updated

2.4.3 **Removing a Mentor**

2.1 Research team

2.2 Collaborators

2.3 Referees

2.4 **Mentors**

Mentors

Please input up to 5 mentors.

S/N	Name	Institution	E-mail	Telephone	
1	Mentor	Mentor Institution 2	Mentor@gmail.com	56458081	**1** ☐

2 Remove ⊖   Add ⊕

1 To remove a mentor, check the checkbox

2 Click on **Remove** button

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3 # Key Performance Indicator

3.1 KPI # 1

3.2 KPI # 2

3.3 KPI # 3

3.4 KPI # 4

....

....

The **Key Performance Indicator will have few sub sections. Each sub section is a KPI. There is no input required for the KPI screen during Proposal Submission.**

Key Performance Indicator	Research Milestone	Technical Milestone	Budget	Funding Support	Reviewers	Declaration Ethics Appr

Key performance indicator   Expand All Sections

Please input the overall KPIs to be achieved for your research project in this section (if required by the Grantor).

∧ Hide Proposal Details

Title of research project	Cyber Security research project		
Proposal ID		Last updated date	06-Sep-2017
Proposal status	Draft	Grant call closing date	30-Sep-2017 07:59 AM

Number of High Impact Publications and Top Conference Proceedings ⌄

Number of Collaboration Projects ⌄

Cash Funding ⌄

Number of Technologies Deployed ⌄

Number of Patents ⌄

‹ Back   Save as Draft 💾   Next ›

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

4 Research Milestone

4.1 Research milestone summary

Research Milestone	Technical Milestone	Budget	Funding Support	Reviewers	Declaration of Ethics Approval	Other Attachmer

Research milestone

Please input all the Research Milestones to be achieved for the research project in this section. Research Milestones refer to the detailed activity milestones to be undertaken in this project.

∧ Hide Proposal Details

Title of research project	Cyber Security research project		
Proposal ID		Last updated date	06-Sep-2017
Proposal status	Draft	Grant call closing date	29-Sep-2017 11:59 PM

Research milestone summary

‹ Back   Save as Draft 🖫   Next ›

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

4 Research Milestone

4.1 Research milestone summary

There are 3 functions for Research Milestone Section

4.1.1 Adding a new Research Milestone

4.1.2 Updating a Research Milestone

4.1.3 Removing a Research Milestone

87

4.1.1 **Adding a new Research Milestone**

4.1 **Research milestone summary**

Research milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N ▲	Research milestone	Start month	Duration (months)

Remove ⊖   Add ⊕   **1**

1 To add a new Research Milestone, click on **Add** button

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4 Research Milestone

Adding a new Research Milestone

4.1 **Research milestone summary**

To Note

2

Add/Edit Research Milestone

Please add/edit the Research Milestones to be achieved for your research project.

* Research milestone

Research Milestone

* Start month   1   * Duration (months)   2

3

Cancel ✖   Save 🖫

Project Duration on Research details has to be updated before updating the research milestone page. "Start Month" refers to the number of months from the start of the project. "Duration" refers to the number of months to complete the milestone. The month 1 of project is considered as month 0. For example, if you are starting the activity on the first month of the project starting, then set the start month as 0

2 Fill up the details

3 Click on **Save** button

89

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4.1.1 Adding a new Research Milestone

4.1 **Research milestone summary**

Research milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N ▲	Research milestone	Start month	Duration (months)	
4	Research Milestone	1	2	☐

Remove ⊖ Add ⊕

4 A new research milestone is added

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Research Milestone

4

4.1 **Research milestone summary**

Research milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N ▲	Research milestone		Start month	Duration (months)	
1	Research Milestone		1	2	☐

Remove ⊖   Add ⊕

1 To update a research milestone, click on the hyperlink on the research milestone field.

91

4.1.2 **Updating a Research Milestone**

4.1 **Research milestone summary**

To Note

Add/Edit Research Milestone ✕

Please add/edit the Research Milestones to be achieved for your research project.

2 ▶ * Research milestone

Research Milestone

* Start month | 1 | * Duration (months) | 2

3

Cancel ✖   Save 💾

Project Duration on Research details has to be updated before updating the research milestone page. "Start Month" refers to the number of months from the start of the project. "Duration" refers to the number of months to complete the milestone. The month 1 of project is considered as month 0. For example, if you are starting the activity on the first month of the project starting, then set the start month as 0

2 ▶ Update the fields

3 ▶ Click on **Save** button to update the Research Milestone

92

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4 Research Milestone

4

4.1 **Research milestone summary**

Research milestone summary ⌄

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N ▲	Research milestone ⇕	Start month	Duration (months)	
	Research Milestone 1	3	30	☐

4

Remove ⊖ Add ⊕

4 The research milestone is updated

93

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4.1 **Research milestone summary**

Research milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.
For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.
For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N ▲	Research milestone	Start month	Duration (months)	**1**
1	Research Milestone 1	3	30	☐

2 Remove ⊖   Add ⊕

1 To remove a research milestone, check the checkbox on the research milestone record.

2 Click on the **remove** button

94

The technical milestone has only 1 sub section

5.1 Technical milestone summary

| Research Milestone ✓ | Technical Milestone → | Budget → | Funding Support → | Reviewers → | Declaration of Ethics Approval → | Other Attachments → |

Technical milestone

Please input all the Technical Milestones vis-à-vis the research objectives to be achieved for the research project in this section. Technical Milestones refer to key technical deliverables that can be expected from the successful execution of the programme; and how these would be measured at the mid-term mark and programme completion mark. They should be quantitative if possible e.g. a 2x improvement on current technology, or a specific achievement, or a new concept etc..

∧ Hide Proposal Details

Title of research project	**Cyber Security research project**		
Proposal ID		Last updated date	**06-Sep-2017**
Proposal status	**Draft**	Grant call closing date	**29-Sep-2017 11:59 PM**

Technical milestone summary ∧

‹ Back   Save as Draft 💾   Next ›

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

5 Technical Milestone

5.1 Technical milestone summary

There are 3 functions for Technical Milestone Section

5.1.1 — **Adding a new Technical Milestone**

5.1.2 — **Updating a Technical Milestone**

5.1.3 — **Removing a Technical Milestone**

5.1.1 **Adding a new Technical Milestone**

5.1 **Technical milestone summary**

Technical milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N	Objective	Technical milestone	Start month	Duration (months)

1

Remove ⊖   Add ⊕

1 To add a new Technical Milestone, click on **Add** button

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5.1 **Technical milestone summary**

5.1.1 **Adding a new Technical Milestone**

To Note

Project Duration on Research details has to be updated before updating the technical milestone page. "Start Month" refers to the number of months from the start of the project. "Duration" refers to the number of months to complete the milestone. The month 1 of project is considered as month 0. For example, if you are starting the activity on the first month of the project starting, then set the start month as 0

Add/Edit Technical Milestone

Please add/edit the Technical Milestones to be achieved for your research project.

Select objective | Technical Objective

* Objective | Technical Objective

* Technical milestone | Technical Milestone

* Start month | 1 | * Duration (months) | 44

Cancel ✖ | Save 🖫

2 Fill up the details

3 Click on **Save** button

98

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5 Technical Milestone

5.1.1 **Adding a new Technical Milestone**

5.1 **Technical milestone summary**

Technical milestone summary ⌄

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N ▲	Objective ⬍	Technical milestone ⬍	Start month	Duration (months)	
4 Technical Objective		Technical Milestone	1	44	☐

Remove ⊖   Add ⊕

4 A new technical milestone is added

5.1.2 **Updating a Technical Milestone**

5.1 **Technical milestone summary**

Technical milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N ▲	Objective	Technical milestone	Start month	Duration (months)	
1 Technical Objective		Technical Milestone	1	44	☐

Remove ⊖   Add ⊕

1 To update a technical milestone, click on the hyperlink on the research milestone field.

Technical Milestone

Updating a Technical Milestone

Technical milestone summary

To Note

Project Duration on Research details has to be updated before updating the technical milestone page. "Start Month" refers to the number of months from the start of the project. "Duration" refers to the number of months to complete the milestone. The month 1 of project is considered as month 0. For example, if you are starting the activity on the first month of the project starting, then set the start month as 0

Add/Edit Technical Milestone

Please add/edit the Technical Milestones to be achieved for your research project.

Select objective	Technical Objective ▾
* Objective	Technical Objective
* Technical milestone	Technical Milestone
* Start month	1
* Duration (months)	44

Cancel ✖   Save 💾

2 Update the fields

3 Click on **Save** button to update the Research Milestone

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Technical Milestone

5

5.1.2 **Updating a Technical Milestone**

5.1 **Technical milestone summary**

Technical milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.

For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.

For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N	Objective	Technical milestone	Start month	Duration (months)	
4	Technical Objective	Technical Milestone-1	2	55	☐

Remove ⊖ Add ⊕

4 The research milestone is updated

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5.1.3 **Removing a Technical Milestone**

5.1 **Technical milestone summary**

Technical milestone summary

Please propose milestones for assessment of the progress of the study. The proposed milestones will be subjected to review by a post-award committee at the end of each FY for the period of grant awarded.
For each specific milestone, the "start month" refers to the number of months from the month of the letter of award.
For e.g. if the letter of award was issued in June, the proposed milestone (production of antibodies) is planned to start in December (i.e 6 months from June) with a duration of 12 months, thus the milestone will be indicated as follow:

S/N	Description	Start Month	Duration (Months)
1.	Production of antibodies	6	12

S/N	Objective	Technical milestone	Start month	Duration (months)	
1	Technical Objective	Technical Milestone-1	2	55	☐ **1**

2 Remove ⊖   Add ⊕

1 To remove a research milestone, check the checkbox on the research milestone record.

2 Click on the **remove** button

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Budget

6

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

The budget has 8 sub sections

| echnical estone | ✓ | Budget → | Funding Support → | Reviewers → | Declaration of Ethics Approval → | Other Attachments → | Undertaking ✓ |

Budget
Expand All Sections

Please indicate the budget required and provide justifications for the implementation of the research project. Please do not exceed the maximum grant allowable, as specified by the Grantor (if any). Please adhere to the Grantor's Guidelines and/or T&C and the respective Institute's prevailing policies when proposing the budget.

∧ Hide Proposal Details

Title of research project	**Cyber Security research project**
Proposal ID	Last updated date: **06-Sep-2017**
Proposal status	**Draft** — Grant call closing date: **30-Sep-2017 07:59 AM**

Summary ∨

Expenditure on manpower (EOM) ∨

Other operating expenses (OOE) ∨

Equipment (EQP) ∨

Overseas travel (OT) ∨

Research scholarship (RS) ∨

Attachments ∨

‹ Back   Save as Draft 💾   Next ›

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

Budget

6

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

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6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

Summary

This section shows the summaries of the budget in broad categories, indirect costs and/or budget for sub-projects (if any).

Note: Creation of budget for sub-projects are not applicable to grant schemes that delegates the management of the budget to the Lead PI.

PI name	Indirect cost (IDC) - overhead	Indirect cost (IDC) - IP & commercialisation
P1	20.00%	10.00%
P2	20.00%	10.00%

This section shows the summaries of the budget in broad categories, indirect costs and/or budget for sub-projects (if any).

Note: Creation of budget for sub-projects are not applicable to grant schemes that delegates the management of the budget to the Lead PI.

Budget category	P2	P1				Total (S$)
Expenditure on Manpower (EOM)	0.00	0.00	0.00	0.00	0.00	0.00
Other Operating Expenses (OOE)	0.00	0.00	0.00	0.00	0.00	0.00
Equipment (EQP)	0.00	0.00	0.00	0.00	0.00	0.00
Overseas Travel (OT)	0.00	0.00	0.00	0.00	0.00	0.00
Research Scholarship (RS)	0.00	0.00	0.00	0.00	0.00	0.00
Indirect Cost (IDC) - Overhead	0.00	0.00	0.00	0.00	0.00	0.00
Indirect Cost (IDC) - IP & Commercialisation	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00

The Summary displays the budget summary after all the sections are filled up.

Budget

6

Expenditure on manpower (EOM)

EOM refers to the salary package (including annual increments, bonuses, staff welfare, medical and all other related benefits as per the Human Resource policies of your institution) of the research staff employed under this grant. Please provide reasons to justify and support the need to recruit the research staff and how their contribution will tie in to the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Number of pax	Annual salary package (S$)	Total cost (S$)	
EOM-001	NCS PST PI 2	Research Engineer	2 engineers	2	70,000.00	140,000.00	☐

Remove ⊖   Add ⊕

There are 4 functions for Expenditure on manpower section

6.2.1 **Adding new Expenditure on manpower (EOM)**

6.2.2 **Updating Expenditure on manpower (EOM)**

6.2.3 **Removing Expenditure on manpower (EOM)**

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Budget

6.2.1 **Adding new Expenditure on manpower (EOM)**

1 To add EOM, click on the **Add** button.

Expenditure on manpower (EOM)

EOM refers to the salary package (including annual increments, bonuses, staff welfare, medical and all other related benefits as per the Human Resource policies of your institution) of the research staff employed under this grant. Please provide reasons to justify and support the need to recruit the research staff and how their contribution will tie in to the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Number of pax	Annual salary package (S$)	Total cost (S$)
EOM-001	NCS PST PI 2	Research Engineer	2 engineers	2	70,000.00	140,000.00

Remove Add

1

Budget

6

6.1 Summary

6.2 **Expenditure on manpower (EOM)**

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

6.2.1 **Adding new Expenditure on manpower (EOM)**

Add/Edit Manpower

Please add/edit the EOM budget. Please describe the role and contribution of each research staff to the research project.

✦ PI name	NCS PST PI 2	✦ Institution	National University of Singapore
✦ Category	Research Engineer	✦ Number of pax	2
✦ Annual salary package (S$)	70000.00	✦ Total cost (S$)	140000.00
✦ Description	2 engineers		
Justification	input justification here...		

Cancel ✖   Save 💾

2 In a pop up detail form, input all mandatory information and justification

3 Click on the **Save** button

To Note Key in the total cost required for the item for the entire project duration

Budget

6

6.2.2 **Updating Expenditure on manpower (EOM)**

1 To update a record, click on the **S/N** hyperlink

6.1 Summary

6.2 **Expenditure on manpower (EOM)**

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

6.2.2 **Updating Expenditure on manpower (EOM)**

2 Update the details

3 Click on the **Save** button

Budget

6

6.2.3 **Removing Expenditure on manpower (EOM)**

S/N	PI name	Category	Description	Number of pax	Annual salary package (S$)	Total cost (S$)	
EOM-001	NCS PST PI 2	Research Engineer	2 engineers	2	70,000.00	140,000.00	

1 To remove a record, check the checkbox next to the record.

2 Click on the **remove** button

Budget

6

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

Other operating expenses (OOE)

OOE refers to the items directly related to the research. These may include consumables, materials, maintenance of equipment, animal costs, publications, reagents and chemicals, etc. Please provide reasons to justify and support the need to purchase each item and how they will tie in to the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Total cost (S$)	
OOE-001	NCS PST PI 2	Material & Consumables	materials required	120,000.00	☐

Remove ⊖   Add ⊕

There are 4 functions for Other operating expenses section

6.3.1 **Adding new Other operating expenses (OOE)**

6.3.2 **Updating Other operating expenses (OOE)**

6.3.3 **Removing Other operating expenses (OOE)**

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Budget

6

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

6.3.1 **Adding new Other operating expenses (OOE)**

Other operating expenses (OOE)

OOE refers to the items directly related to the research. These may include consumables, materials, maintenance of equipment, animal costs, publications, reagents and chemicals, etc. Please provide reasons to justify and support the need to purchase each item and how they will tie in to the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Total cost (S$)
OOE-001	NCS PST PI 2	Material & Consumables	materials required	120,000.00

Remove ⊖ Add ⊕

1

1 To add OOE, click on the **Add** button

Budget

6

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 **Other operating expenses (OOE)**

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

6.3.1 **Adding new Other operating expenses (OOE)**

Add/Edit Other Operating Expenses

Please add/edit the OOE budget. Please provide detailed descriptions of each OOE item to be purchased.

PI name	NCS PST PI 2	Institution	National University of Singapore
Category	Material & Consumables	Total cost (S$)	120000.00

Description: materials required

Justification: input justification here...

2

3

Cancel ✖   Save ⊟

2 In a pop up detail form, input all mandatory information and justification

3 Click on the **Save** button

To Note Key in the total cost required for the item for the entire project duration

Budget

6

6.3.2 **Updating Other operating expenses (OOE)**

Other operating expenses (OOE)

OOE refers to the items directly related to the research. These may include consumables, materials, maintenance of equipment, animal costs, publications, reagents and chemicals, etc. Please provide reasons to justify and support the need to purchase each item and how they will tie in to the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

	PI name	Category	Description	Total cost (S$)	
1 OOE-001	NCS PST PI 2	Material & Consumables	materials required	120,000.00	☐

Remove ⊖   Add ⊕

1 To update a record, click on the **S/N** hyperlink

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Budget

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6.3.2 **Updating Other operating expenses (OOE)**

Add/Edit Other Operating Expenses

Please add/edit the OOE budget. Please provide detailed descriptions of each OOE item to be purchased.

♦ PI name	NCS PST PI 2	♦ Institution	National University of Singapore
♦ Category	Material & Consumables	♦ Total cost (S$)	120000.00
♦ Description	materials required		
Justification	input justification here...		

Cancel ✖   Save ▮◀

2 Update the details

3 Click on the **Save** button

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Budget

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6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

6.3.3 **Removing Other operating expenses (OOE)**

Other operating expenses (OOE)

OOE refers to the items directly related to the research. These may include consumables, materials, maintenance of equipment, animal costs, publications, reagents and chemicals, etc. Please provide reasons to justify and support the need to purchase each item and how they will tie in to the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Total cost (S$)
OOE-001	NCS PST PI 2	Material & Consumables	materials required	120,000.00

Remove ⊖   Add ⊕

1 To remove a record, check the checkbox next to the record.

2 Click on the **remove** button

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6 Budget

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

Equipment (EQP)

In the 'Justification' box:
(a) Please indicate whether is the Equipment currently available in your institution? If yes, please justify the need to purchase such similar Equipment. Explain why existing infrastructure is unsuitable or unavailable where new purchases are proposed.
(b) What equipment and supplies are required to succeed? Please provide detailed descriptions of every item to be purchased.
(c) Please provide reasons to justify and support the need to purchase every item.
(d) Please justify how each equipment will tie to the project objectives/technical milestones/research milestones/KPIs.
(e) For all equipment of more than S$100,000 each, please attach 3 quotations / sole distributor letter. Please also indicate the estimated utilization of the equipment (e.g. 70% usage throughout the project period; only 85% usage in the 2nd year for analysis purpose, etc.).

1 - 1 of 1 matching results found

|◄ ◄ 1 ► ►|

S/N	PI name	Category	Description	Quantity	Unit cost (S$)	Total cost (S$)	
EQP-001	NCS PST PI 2	Microscopy	equipment 1	1	50,000.00	50,000.00	☐

Remove ⊖   Add ⊕

There are 4 functions for Equipment section

6.4.1 **Adding new Equipment (EQP)**

6.4.2 **Updating Equipment (EQP)**

6.4.3 **Removing Equipment (EQP)**

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Budget

6

6.4.1 **Adding new Equipment (EQP)**

Equipment (EQP)

In the 'Justification' box:
(a) Please indicate whether is the Equipment currently available in your institution? If yes, please justify the need to purchase such similar Equipment. Explain why existing infrastructure is unsuitable or unavailable where new purchases are proposed.
(b) What equipment and supplies are required to succeed? Please provide detailed descriptions of every item to be purchased.
(c) Please provide reasons to justify and support the need to purchase every item.
(d) Please justify how each equipment will tie to the project objectives/technical milestones/research milestones/KPIs.
(e) For all equipment of more than S$100,000 each, please attach 3 quotations / sole distributor letter. Please also indicate the estimated utilization of the equipment (e.g. 70% usage throughout the project period; only 85% usage in the 2nd year for analysis purpose, etc.).

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Quantity	Unit cost (S$)	Total cost (S$)
EQP-001	NCS PST PI 2	Microscopy	equipment 1	1	50,000.00	50,000.00

Remove ⊖   Add ⊕

1

1 To add EQP, click on the **Add** button

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Budget

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

6.4 **Equipment(EQP)**

6.5 Overseas Travel (OT)

6.6 Research Scholarships (RS)

6.7 Supplemental Human capital (SHC)

6.8 Attachments

6.4.1 **Adding new Equipment (EQP)**

Add/Edit Equipment

Please add/edit the Equipment budget. Please provide detailed descriptions of each equipment to be purchased.

⬧ PI name	NCS PST PI 2	⬧ Institution	National University of Singapore
⬧ Category	Microscopy	⬧ Quantity	1
⬧ Unit cost	50000.00	⬧ Total cost (S$)	50000.00
⬧ Description	equipment 1		
Justification	input justification here		

Cancel ✖   Save 💾

2 In a pop up detail form, input all mandatory information and justification

3 Click on the **Save** button

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Budget

6

6.4.3 **Updating Equipment (EQP)**

Add/Edit Equipment

Please add/edit the Equipment budget. Please provide detailed descriptions of each equipment to be purchased.

2

◆ PI name	NCS PST PI 2	◆ Institution	National University of Singapore
◆ Category	Microscopy	◆ Quantity	1
◆ Unit cost	50000.00	◆ Total cost (S$)	50000.00
◆ Description	equipment 1		
Justification	input justification here		

Cancel ✖   Save 💾

3

2 Update the details

3 Click on the **Save** button

To Note Key in the total cost required for the item for the entire project duration

6 Budget

Overseas travel (OT)

In the 'Justification' box:
(a) What is the overseas travel budget per headcount per year for international conferences and meetings with collaborators and/or industries?
(b) Please provide reasons to justify and support the need for every overseas travel item proposed.
(c) Please justify how it will tie with the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

|◄ ◄ **1** ► ►|

S/N	PI name	Description	Total cost (S$)	
OT-001	NCS PST PI 2	travelling expense	50,000.00	☐

Remove ⊖   Add ⊕

There are 4 functions for Overseas Travel section

6.5.1 **Adding new Overseas Travel (OT)**

6.5.2 **Updating Overseas Travel (OT)**

6.5.3 **Removing Overseas Travel (OT)**

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Budget

6

6.5.1 **Adding new Overseas Travel (OT)**

Overseas travel (OT)

In the 'Justification' box:
(a) What is the overseas travel budget per headcount per year for international conferences and meetings with collaborators and/or industries?
(b) Please provide reasons to justify and support the need for every overseas travel item proposed.
(c) Please justify how it will tie with the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

S/N	PI name	Description	Total cost (S$)
OT-001	NCS PST PI 2	travelling expense	50,000.00

Remove ⊖   Add ⊕

1 To add OT, click on the **Add** button

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6 Budget

6.5.1 Adding new Overseas Travel (OT)

Add/Edit Overseas Travel

Please add/edit the Overseas Travel budget. Please provide detailed descriptions of each item.

PI name: NCS PST PI 2 — Institution: National University of Singapore

2 Total cost (S$): 50000.00

Description: travelling expense

Justification: input justification here...

Cancel ✖ Save 🖫

2 In a pop up detail form, input all mandatory information and justification

3 Click on the **Save** button

To Note Key in the total cost required for the item for the entire project duration

Budget

6

6.5.2 **Updating Overseas Travel (OT)**

Overseas travel (OT)

In the 'Justification' box:
(a) What is the overseas travel budget per headcount per year for international conferences and meetings with collaborators and/or industries?
(b) Please provide reasons to justify and support the need for every overseas travel item proposed.
(c) Please justify how it will tie with the project objectives/technical milestones/research milestones/KPIs.

1 - 1 of 1 matching results found

	PI name	Description	Total cost (S$)	
OT-001	NCS PST PI 2	travelling expense	50,000.00	☐

Remove ⊖   Add ⊕

1 To update a record, click on the **S/N** hyperlink

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Budget

6

6.5.2 Updating Overseas Travel (OT)

Add/Edit Overseas Travel

Please add/edit the Overseas Travel budget. Please provide detailed descriptions of each item.

♦ PI name	NCS PST PI 2	♦ Institution	National University of Singapore
♦ Total cost (S$)	50000.00		
♦ Description	travelling expense		
Justification	input justification here...		

2

3

Cancel ✖   Save 🖫

2 Update the details

3 Click on the **Save** button

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Budget

6

6.5.3 **Removing Overseas Travel (OT)**

1 To remove a record, check the checkbox next to the record.

2 Click on the **remove** button

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Budget

6

6.1 Summary

6.2 Expenditure on manpower (EOM)

6.3 Other operating expenses (OOE)

6.4 Equipment(EQP)

6.5 Overseas Travel (OT)

6.6 **Research Scholarships (RS)**

6.7 Supplemental Human capital (SHC)

6.8 Attachments

Research scholarship (RS)

Please note that the Research Scholarship (RS) category is not eligible for Indirect Costs. The proposed rates should adhere to the prevailing rates set by the Ministry of Education (MOE).
In the 'Justification' box:
(a) What are the types and budget of Postgraduate Research Students required?
(b) Please provide reasons to justify and support the need to recruit each RS manpower.
(c) Please justify how each RS manpower tie with the project

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Number of pax	Annual scholarship package (S$)	Total cost (S$)	
RS-001	NCS PST PI 2	Master Student	scholarship	2	50,000.00	100,000.00	☐

Remove ⊖   Add ⊕

There are 4 functions for Research Scholarship section

6.6.1 **Adding new Research Scholarship (RS)**

6.6.2 **Updating Research Scholarship (RS)**

6.6.3 **Removing Research Scholarship (RS)**

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Budget

6

6.6.1 **Adding new Research Scholarship (RS)**

Research scholarship (RS)

Please note that the Research Scholarship (RS) category is not eligible for Indirect Costs. The proposed rates should adhere to the prevailing rates set by the Ministry of Education (MOE).

In the 'Justification' box:
(a) What are the types and budget of Postgraduate Research Students required?
(b) Please provide reasons to justify and support the need to recruit each RS manpower.
(c) Please justify how each RS manpower tie with the project

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Number of pax	Annual scholarship package (S$)	Total cost (S$)
RS-001	NCS PST PI 2	Master Student	scholarship	2	50,000.00	100,000.00

Remove ⊖   Add ⊕

1

1 To add RS, click on the **Add** button

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6 **Budget**

6.6.1 **Adding new Research Scholarship (RS)**

Add/Edit Research Scholarship

Please add/edit the RS budget. Please describe the role and contribution of each RS manpower to the research project.

◆ PI name	NCS PST PI 2		◆ Institution	National University of Singapore
◆ Category	Master Student		◆ Number of pax	2
◆ Annual scholarship package (S$)	50000.00		◆ Total cost (S$)	100000.00
◆ Description	scholarship			
Justification	input justification here...			

Cancel ✖   Save 🖫

2 In a pop up detail form, input all mandatory information and justification

3 Click on the **Save** button

To Note   Key in the total cost required for the item for the entire project duration

Budget

6

6.6.2 **Updating Research Scholarship (RS)**

Research scholarship (RS)

Please note that the Research Scholarship (RS) category is not eligible for Indirect Costs. The proposed rates should adhere to the prevailing rates set by the Ministry of Education (MOE).
In the 'Justification' box:
(a) What are the types and budget of Postgraduate Research Students required?
(b) Please provide reasons to justify and support the need to recruit each RS manpower.
(c) Please justify how each RS manpower tie with the project

1 - 1 of 1 matching results found

	PI name	Category	Description	Number of pax	Annual scholarship package (S$)	Total cost (S$)	
RS-001	NCS PST PI 2	Master Student	scholarship	2	50,000.00	100,000.00	☐

Remove ⊖   Add ⊕

1 To update a record, click on the **S/N** hyperlink

Budget

6

6.6.3 **Updating Research Scholarship (RS)**

Add/Edit Research Scholarship

Please add/edit the RS budget. Please describe the role and contribution of each RS manpower to the research project.

PI name	NCS PST PI 2	Institution	National University of Singapore
Category	Master Student	Number of pax	2
Annual scholarship package (S$)	50000.00	Total cost (S$)	100000.00

Description: scholarship

Justification: input justification here...

Cancel ✕   Save 💾

2 Update the details

3 Click on the **Save** button

Budget

6

6.6.3 **Removing Research Scholarship (RS)**

Research scholarship (RS)

Please note that the Research Scholarship (RS) category is not eligible for Indirect Costs. The proposed rates should adhere to the prevailing rates set by the Ministry of Education (MOE).
In the 'Justification' box:
(a) What are the types and budget of Postgraduate Research Students required?
(b) Please provide reasons to justify and support the need to recruit each RS manpower.
(c) Please justify how each RS manpower tie with the project

1 - 1 of 1 matching results found

S/N	PI name	Category	Description	Number of pax	Annual scholarship package (S$)	Total cost (S$)	
RS-001	NCS PST PI 2	Master Student	scholarship	2	50,000.00	100,000.00	☐

1

Remove ⊖   Add ⊕

2

1 To remove a record, check the checkbox next to the record.

2 Click on the **remove** button

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6.7.1 **Adding Supplemental human capital funding (SHC)**

1 To add supplemental human capital, key in the information and click on the **Next** or **Save as Draft** button at the end of the page

To Note The supplemental human capital section is applicable only for certain Grant Calls

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Budget

6

6.7.1 **Adding Supplemental human capital funding (SHC)**

Supplemental human capital funding (SHC)

Salary support for the PI is capped by clinical grade or academic grade (if clinical grade is unavailable)
Key in the proposed 'Supplemental Human Capital Funding' budget details in this section.
Please include the justifications for this item in the 'Justifications' textbox.
Research FTE - Please include number between 0 and 1, to one decimal place.1 FTE would refer to committing 100% of time in research.

2

Field	Value
Lead PI	NCS PST PI 4
Institution	National University of Singapore
* Clinical grade	Senior Consultant
Others	
* Academic grade	Professor
Others	
* Research FTE	1.00
* Salary support request (S$)	1000000.00
* Justification	fdr

2 The supplemental human capital is saved. Supplemental human capital is only applicable for the Lead PI

137

Budget

6

6.8.1 **Adding Attachments**

1

Attachme...

+ Add files...　　⊕ Start upload　　⊘ Cancel upload　　🗑 Delete

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

	File name	Size/Status	Actions	☐ Check all
📄	training.txt	0.23 KB	🗑 Delete	☐

1 Click on **Add** files to upload attachments supporting the requested budget

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7 **Funding Support**

7.1 Other funding support - grants

7.2 Other sources of support

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

7 Funding Support

7.1 **Other funding support - grants**

7.2 Other sources of support

Other funding support - grants

Please provide the details for all currently held or applied grants by all team members (except collaborators). These include those supported by and/or applied to universities, other public funding agencies and foundations. Please note that applicants should not send similar versions or part(s) of the current proposal application to other agencies for funding.

0 - 0 of 0 matching results found

S/N	Declaration for	Proposal ID	Funding agency	Amount awarded (S$)	

Remove ⊖   Add ⊕

There are 3 functions for Other Funding Support-grants section

7.1.1 **Adding a new Other Funding Support-grants**

7.1.2 **Updating a Other Funding Support-grants**

7.1.3 **Removing a Other Funding Support-grants**

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7.1.1 **Adding a new Other Funding Support-grants**

7.1 **Other funding support - grants**

7.2 Other sources of support

Other funding support - grants

Please provide the details for all currently held or applied grants by all team members (except collaborators). These include those supported by and/or applied to universities, other public funding agencies and foundations. Please note that applicants should not send similar versions or part(s) of the current proposal application to other agencies for funding.

0 - 0 of 0 matching results found

S/N	Declaration for	Proposal ID	Funding agency	Amount awarded (S$)

Remove ⊖   Add ⊕

1 To add Other Funding Support-grants, click on the **Add** button

7 # Funding Support

Adding a new Other Funding Support-grants

7.1 **Other funding support - grants**

7.2 Other sources of support

Add / Edit Funding Support

Please add/edit funding support for all team members (except collaborators) listed in the proposal.

2

* Declaration for	P1	Search proposal ID
* Proposal ID	ABD4545454	* Grant status	Awarded
* Funding agency	All Agencies	* Duration of support (months)	20
* % of time involvement in declared grant	100	* Amount awarded/ applied for (S$)	909098
* Expiry of funding support	06/09/2019	* Role played	Team PI
* Grant call title	Grant Call Title		
* Project Title	Project Title		

Cancel ✖   Save 💾

2 Choose the team member who has received other funding support and search for the proposal. If the proposal ID is not found, key in the proposal id and other information

142

7.1.1 **Adding a new Other Funding Support-grants**

7.1 **Other funding support - grants**

7.2 Other sources of support

Add / Edit Funding Support

Please add/edit funding support for all team members (except collaborators) listed in the proposal.

* Declaration for	P1	**3** Search proposal ID	🔍 **4**
* Proposal ID	ABD4545454	* Grant status	Awarded
* Funding agency	All Agencies	* Duration of support (months)	20
* % of time involvement in declared grant	100	* Amount awarded/ applied for (S$)	909098
* Expiry of funding support	06/09/2019	* Role played	Team PI
* Grant call title	Grant Call Title		
* Project Title	Project Title		

Cancel ✖ Save 💾

3 Key in the proposal ID into the Search proposal ID field which is associated to the selected PI in step 2. The search term (proposal ID) should be of the exact match of the proposal ID. Partial search is not allowed

4 Click on **magnifying glass** icon

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7 Funding Support

7.1.1 Adding a new Other Funding Support-grants

7.1 Other funding support - grants

7.2 Other sources of support

Add / Edit Funding Support

Please add/edit funding support for all team members (except collaborators) listed in the proposal.

5

* Declaration for	P1	Search proposal ID	
* Proposal ID	ABD4545454	* Grant status	Awarded
* Funding agency	All Agencies	* Duration of support (months)	20
* % of time involvement in declared grant	100	* Amount awarded/ applied for (S$)	909098
* Expiry of funding support	06/09/2019	* Role played	Team PI
* Grant call title	Grant Call Title		
* Project Title	Project Title		

Cancel ✖   Save 🖫

6

5 If the system returns a search result, the proposal ID will be displayed in the proposal ID field. If the system does not return, key in the proposal ID into the proposal ID field

6 Click on **Save** button

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7 Funding Support

7.1 Other funding support - grants

7.2 Other sources of support

Other funding support - grants

Please provide the details for all currently held or applied grants by all team members (except collaborators). These include those supported by and/or applied to universities, other public funding agencies and foundations. Please note that applicants should not send similar versions or part(s) of the current proposal application to other agencies for funding.

1 - 1 of 1 matching results found

S/N	Declaration for	Proposal ID	Funding agency	Amount awarded (S$)	
7 P1		ABD4545454	All Agencies	909,098.00	☐

Remove ⊖ Add ⊕

7 A new record is added

7 Funding Support

7.1 Other funding support - grants

7.2 Other sources of support

Other funding support - grants

Please provide the details for all currently held or applied grants by all team members (except collaborators). These include those supported by and/or applied to universities, other public funding agencies and foundations. Please note that applicants should not send similar versions or part(s) of the current proposal application to other agencies for funding.

1 - 1 of 1 matching results found

S/N	Declaration for	Proposal ID	Funding agency	Amount awarded (S$)	
1	P1	ABD4545454	All Agencies	909,098.00	☐

Remove ⊖ Add ⊕

1 To update a Other Funding Support-grants record, click on the PI name

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Funding Support

7

7.1 **Other funding support - grants**

7.2 Other sources of support

Add / Edit Funding Support

Please add/edit funding support for all team members (except collaborators) listed in the proposal.

* Declaration for	P1	Search proposal ID		🔍
* Proposal ID	ABD4545454	* Grant status	Awarded
2 nding agency	All Agencies	* Duration of support (months)	20
* % of time involvement in declared grant	100	* Amount awarded/ applied for (S$)	909098
* Expiry of funding support	06/09/2019 📅	* Role played	Team PI
* Grant call title	Grant Call Title		
* Project Title	Project Title		

3

Cancel ✖   Save 💾

2 Repeat steps 3 to 6 mentioned in 7.1.1 Adding Other funding support – grants slides to update the information

3 Click on **Save** button

7 Funding Support

7.1 **Other funding support - grants**

7.2 Other sources of support

Other funding support - grants

Please provide the details for all currently held or applied grants by all team members (except collaborators). These include those supported by and/or applied to universities, other public funding agencies and foundations. Please note that applicants should not send similar versions or part(s) of the current proposal application to other agencies for funding.

1 - 1 of 1 matching results found

S/N	...aration for	Proposal ID	Funding agency	Amount awarded (S$)	
1	P1	ABD4545454	NRF	1,200.00	

Remove ⊖   Add ⊕

4 The record is updated

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7.1.3 **Removing Other Funding Support-grants**

7.1 **Other funding support - grants**

7.2 Other sources of support

Other funding support - grants

Please provide the details for all currently held or applied grants by all team members (except collaborators). These include those supported by and/or applied to universities, other public funding agencies and foundations. Please note that applicants should not send similar versions or part(s) of the current proposal application to other agencies for funding.

1 - 1 of 1 matching results found

S/N	Declaration for	Proposal ID	Funding agency	Amount awarded (S$)	
1	P1	ABD4545454	NRF	1,200.00	☐ **1**

2 Remove ⊖   Add ⊕

1 To remove a record, check the box next to the record to be removed

2 Click on **Remove** button

149

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7 Funding Support

7.1 Other funding support - grants

7.2 **Other sources of support**

Other sources of support

Please indicate the resources that will be funded by other sources and that will be involved in this project (if any) in this section. These resources can be in terms of manpower, equipment and other operating expenditure.

0 - 0 of 0 matching results found

S/N	Type of support	Source of resources/ items support	Cash contribution (S$)	Duration of support (months)	Expiry date of grant

Remove ⊖   Add ⊕

There are 3 functions for Other sources of support section

7.2.1 **Adding a new Other sources of support**

7.2.2 **Updating a Other sources of support**

7.2.3 **Removing a Other sources of support**

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7 Funding Support

7.1 Other funding support - grants

7.2 Other sources of support

7.2.1 Adding a new Other sources of support

Other sources of support

Please indicate the resources that will be funded by other sources and that will be involved in this project (if any) in this section. These resources can be in terms of manpower, equipment and other operating expenditure.

0 - 0 of 0 matching results found

S/N	Type of support	Source of resources/ items support	Cash contribution (S$)	Duration of support (months)	Expiry date of grant

Remove ⊖   Add ⊕

1

1 To add Other sources of support, click on the **Add** button

151

7 Funding Support

7.1 Other funding support - grants

7.2 Other sources of support

Add / Edit Funding Support

Please add/edit other funding support (Non-Grants) and provide the details in the required fields below.

* Type of support	Cash contribution ▼	* Source of support	Cash
Cash contribution (S$)	19098	* Duration of support (months)	20
*Expiry of funding support	05/02/2019 📅		
* Support description	Description		

2

3

Cancel ✖   Save 💾

2 Fill up the details

3 Click on **Save** button

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7 Funding Support

7.2.1 **Adding a new Other sources of support**

Other sources of support

Please indicate the resources that will be funded by other sources and that will be involved in this project (if any) in this section. These resources can be in terms of manpower, equipment and other operating expenditure.

1 - 1 of 1 matching results found

S/N	Type of support	Source of resources/ items support	Cash contribution (S$)	Duration of support (months)	Expiry date of grant	
4	Cash contribution	Cash	19,098.00	20	05-Feb-2019	☐

Remove ⊖   Add ⊕

4 A new record is added

153

7.1 Other funding support - grants

7.2 Other sources of support

7.2.2 Updating Other sources of support

Other sources of support

Please indicate the resources that will be funded by other sources and that will be involved in this project (if any) in this section. These resources can be in terms of manpower, equipment and other operating expenditure.

1 - 1 of 1 matching results found

S/N	Type of support	Source of resources/ items support	Cash contribution (S$)	Duration of support (months)	Expiry date of grant	
1	Cash contribution	Cash	19,098.00	20	05-Feb-2019	☐

Remove ⊖ Add ⊕

1 To update a Other sources of support record, click on the type of support

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Funding Support

7.1 Other funding support - grants

7.2 Other sources of support

Add / Edit Funding Support ✕

Please add/edit other funding support (Non-Grants) and provide the details in the required fields below.

* Type of support: Cash contribution ▼

* Source of support: Cash

Cash contribution (S$): 19098

* Duration of support (months): 20

2

* Expiry of funding support: 05/02/2019 📅

* Support description: Description

3

Cancel ✕   Save 💾

2 Update the information

3 Click on **Save** button

155

7 # Funding Support

Updating Other sources of support

7.1 Other funding support - grants

7.2 **Other sources of support**

Other sources of support

Please indicate the resources that will be funded by other sources and that will be involved in this project (if any) in this section. These resources can be in terms of manpower, equipment and other operating expenditure.

1 - 1 of 1 matching results found

| ◄◄ | ◄ | **1** | ► | ►► |

4

S/N ▲	Type of support ⇕	Source of resources/ items support ⇕	Cash contribution (S$) ⇕	Duration of support (months) ⇕	Expiry date of grant ⇕	
1	Cash contribution	Cash	30,000.00	20	08-Dec-2017	☐

Remove ⊖   Add ⊕

4 The record is updated

156

Funding Support

7.1 Other funding support - grants

7.2 Other sources of support

7.2.3 Removing Other sources of support

Other sources of support

Please indicate the resources that will be funded by other sources and that will be involved in this project (if any) in this section. These resources can be in terms of manpower, equipment and other operating expenditure.

1 - 1 of 1 matching results found

S/N	Type of support	Source of resources/ items support	Cash contribution (S$)	Duration of support (months)	Expiry date of grant	
1	Cash contribution	Cash	30,000.00	20	08-Dec-2017	☐

1

2 Remove ⊖   Add ⊕

1 To remove a record, check the box next to the record to be removed

2 Click on **Remove** button

8 Reviewers

8.1 Suggested reviewers

8.2 Not to be invited reviewers

The reviewers has 2 sub sections

| Technical Milestone ✓ | Budget ✓ | Funding Support ✓ | Reviewers → | Declaration of Ethics Approval → | Other Attachments → | Undertaking ✓ |

Reviewers — Expand All Sections

Please provide the details of all your suggested Reviewers and Reviewers not to be invited in this section.

∧ Hide Proposal Details

Title of research project	Cyber Security research project		
Proposal ID		Last updated date	06-Sep-2017
Proposal status	Draft	Grant call closing date	29-Sep-2017 11:59 PM

Suggested reviewers ∨

Not to be invited reviewers ∨

< Back   Save as Draft 🖫   Next >

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

Reviewers

8

8.1 **Suggested reviewers**

8.2 Not to be invited reviewers

Suggested reviewers

Please suggest up to 5 reviewers who may be suitable to review the research proposal. These reviewers should fulfil these criteria:
(a) They are experts in the subject matter and capable of offering unbiased expert opinions on the scientific merit of the proposed programme;
(b) They have broad knowledge of the field;
(c) They have good knowledge of global developments in the field to be able to evaluate the international competitiveness of the proposed programme; and
(d) They have no relationship, direct or otherwise, with any of the team members that would create a real or apparent conflict of interest.

S/N	Name	Organisation	Local/ international	E-mail

Remove ⊖   Add ⊕

There are 3 functions for suggested reviewers section

8.1.1 **Adding a new suggested reviewers**

8.1.2 **Updating a suggested reviewers**

8.1.3 **Removing a suggested reviewers**

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8 **Reviewers**

8.1 **Suggested reviewers**

8.2 Not to be invited reviewers

Suggested reviewers

Please suggest up to 5 reviewers who may be suitable to review the research proposal. These reviewers should fulfil these criteria:
(a) They are experts in the subject matter and capable of offering unbiased expert opinions on the scientific merit of the proposed programme;
(b) They have broad knowledge of the field;
(c) They have good knowledge of global developments in the field to be able to evaluate the international competitiveness of the proposed programme; and
(d) They have no relationship, direct or otherwise, with any of the team members that would create a real or apparent conflict of interest.

S/N	Name	Organisation	Local/ international	E-mail

Remove ⊖   Add ⊕

1

1 To add a new suggested reviewer, click on the **Add** button

160

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8.1.1 Adding a new suggested reviewers

8.1 **Suggested reviewers**

8.2 Not to be invited reviewers

Add / Edit a Reviewer

Please add/edit the details of the suggested Reviewer.

* Type of reviewer ● Local ○ International

* Salutation	Dr. ▼	* Name	Tan
* Organisation	Org 1	ORCID	2222
* E-mail	tan@email.com	Telephone	90988321

2

Address

* Research expertise — Research expertise

* Relationship to PI/ CO-I/ reasons — Relationship to PI/ CO-I/ reasons

3

Cancel ✖   Save 💾

2 Fill in the details

3 Click on the **Save** button

8.1 **Suggested reviewers**

8.2 Not to be invited reviewers

8.1.1 **Adding a new suggested reviewers**

Suggested reviewers

Please suggest up to 5 reviewers who may be suitable to review the research proposal. These reviewers should fulfil these criteria:
(a) They are experts in the subject matter and capable of offering unbiased expert opinions on the scientific merit of the proposed programme;
(b) They have broad knowledge of the field;
(c) They have good knowledge of global developments in the field to be able to evaluate the international competitiveness of the proposed programme; and
(d) They have no relationship, direct or otherwise, with any of the team members that would create a real or apparent conflict of interest.

S/N	**4**	Organisation	Local/ international	E-mail	
1	Tan	Org 1	Local	tan@email.com	☐

Remove ⊖   Add ⊕

4 A new suggested reviewer is added

162

8.1 **Suggested reviewers**

8.2 Not to be invited reviewers

8.1.2 **Updating suggested reviewers**

Suggested reviewers

Please suggest up to 5 reviewers who may be suitable to review the research proposal. These reviewers should fulfil these criteria:
(a) They are experts in the subject matter and capable of offering unbiased expert opinions on the scientific merit of the proposed programme;
(b) They have broad knowledge of the field;
(c) They have good knowledge of global developments in the field to be able to evaluate the international competitiveness of the proposed programme; and
(d) They have no relationship, direct or otherwise, with any of the team members that would create a real or apparent conflict of interest.

S/N	**1**	Organisation	Local/ international	E-mail	
1	Tan	Org 1	Local	tan@email.com	☐

Remove ⊖   Add ⊕

1 To update a suggested reviewer, click on the **name**

Reviewers

Updating suggested reviewers

8.1

Suggested reviewers

8.2

Not to be invited reviewers

Add / Edit a Reviewer

Please add/edit the details of the suggested Reviewer.

* Type of reviewer   ⦿ Local   ○ International

* Salutation	Dr.	* Name Tan
* Organisation	Org 1	ORCID 2222
* E-mail	tan@email.com	Telephone 90988321

Address

* Research expertise   Research expertise

* Relationship to PI/ CO-I/ reasons   Relationship to PI/ CO-I/ reasons

Cancel ✖   Save 💾

2   Update the details

3   Click on the **Save** button

8.1 **Suggested reviewers**

8.2 Not to be invited reviewers

8.1.2 **Updating suggested reviewers**

Suggested reviewers

Please suggest up to 5 reviewers who may be suitable to review the research proposal. These reviewers should fulfil these criteria:
(a) They are experts in the subject matter and capable of offering unbiased expert opinions on the scientific merit of the proposed programme;
(b) They have broad knowledge of the field;
(c) They have good knowledge of global developments in the field to be able to evaluate the international competitiveness of the proposed programme; and
(d) They have no relationship, direct or otherwise, with any of the team members that would create a real or apparent conflict of interest.

S/N	**4**	Organisation	Local/ international	E-mail	
1	Agnes	Org 2	International	agnes@gmaiil.com	☐

Remove ⊖ Add ⊕

4 The suggested reviewer is updated

165

8.1 **Suggested reviewers**

8.2 Not to be invited reviewers

8.1.3 **Removing a suggested reviewers**

Suggested reviewers

Please suggest up to 5 reviewers who may be suitable to review the research proposal. These reviewers should fulfil these criteria:
(a) They are experts in the subject matter and capable of offering unbiased expert opinions on the scientific merit of the proposed programme;
(b) They have broad knowledge of the field;
(c) They have good knowledge of global developments in the field to be able to evaluate the international competitiveness of the proposed programme; and
(d) They have no relationship, direct or otherwise, with any of the team members that would create a real or apparent conflict of interest.

S/N ▲	Name	Organisation	Local/ international	E-mail	
1	Agnes	Org 2	International	agnes@gmaiil.com	☐ **1**

2 Remove ⊖   Add ⊕

1 To remove a record, check the box next to the record to be removed

2 Click on **Remove** button

8.1 Suggested reviewers

8.2 Not to be invited reviewers

Not to be invited reviewers				⌃
Please suggest up to 10 reviewers who should not be invited to review the research proposal.				
S/N ▲	Name	Organisation	Local/ international	E-mail
				Remove ⊖ Add ⊕

There are 3 functions for not to be invited reviewers section

8.2.1 **Adding a new not to be invited reviewers**

8.2.2 **Updating a not to be invited reviewers**

8.2.3 **Removing a not to be invited reviewers**

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Reviewers

Adding a new not to be invited reviewers

8.1 Suggested reviewers

8.2 **Not to be invited reviewers**

Not to be invited reviewers

Please suggest up to 10 reviewers who should not be invited to review the research proposal.

S/N	Name	Organisation	Local/ international	E-mail

Remove ⊖   Add ⊕

1

1 To add a new not to be invited reviewer, click on the **Add** button

168

8.2.1 **Adding a new not to be invited reviewers**

8.1 Suggested reviewers

8.2 **Not to be invited reviewers**

Add / Edit a Reviewer ✕

Please add/edit the details of the Reviewer not to be invited.

* Type of reviewer   ⦿ Local   ○ International

* Salutation   Asst. Prof. ▾   * Name   Chen

* Organisation   Org 2   ⓘ   ORCID   23121   ⓘ

* E-mail   chen@email.com   Telephone   8898988

Address

2

* Research expertise   Research expertise

* Relationship to PI/ CO-I/ reasons   Relationship to PI/ CO-I/ reasons

3

Cancel ✖   Save 💾

2 Fill in the details

3 Click on the **Save** button

CS *iT happen*

8 Reviewers

Suggested reviewers

Not to be invited reviewers

Adding a new not to be invited reviewers

S/N		Organisation	Local/ international	E-mail	
1	Chen	Org 2	Local	chen@email.com	☐

Not to be invited reviewers

Please suggest up to 10 reviewers who should not be invited to review the research proposal.

4

Remove ⊖   Add ⊕

4 A new not to be invited reviewer is added

8 Reviewers

8.2.2 Updating not to be invited reviewers

8.1 Suggested reviewers

8.2 Not to be invited reviewers

Not to be invited reviewers

Please suggest up to 10 reviewers who should not be invited to review the research proposal.

S/N		Organisation	Local/ international	E-mail	
1	Chen	Org 2	Local	chen@email.com	

Remove ⊖   Add ⊕

1

1 To update a not to be invited reviewer, click on the **name**

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8.1 Suggested reviewers

8.2 Not to be invited reviewers

8.2.2 **Updating not to be invited reviewers**

Add / Edit a Reviewer

Please add/edit the details of the Reviewer not to be invited.

* Type of reviewer ○ Local ○ International

* Salutation	Asst. Prof. ▼	* Name	Chen
* Organisation	Org 2	ORCID	23121
* E-mail	chen@email.com	Telephone	8898988

Address

2

* Research expertise

Research expertise

* Relationship to PI/ CO-I/ reasons

Relationship to PI/ CO-I/ reasons

3

Cancel ✖   Save 💾

2 Update the details

3 Click on the **Save** button

1/2

8.2.2 **Updating not to be invited reviewers**

8.1 Suggested reviewers

8.2 **Not to be invited reviewers**

4 The not to be invited reviewer is updated

8 Reviewers

8.1 Suggested reviewers

8.2 Not to be invited reviewers

Not to be invited reviewers

Please suggest up to 10 reviewers who should not be invited to review the research proposal.

S/N	Name	Organisation	Local/ international	E-mail	**1**
1	Tan	Org 1	Local	tan@gmail.com	☐

2 Remove ⊖ Add ⊕

1 To remove a record, check the box of the record to be removed

2 Click on **Remove** button

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9 Declaration of Ethics Approval

9.1 Ethics # 1

9.2 Ethics # 2

9.3 Ethics # 3

9.4 Ethics # 4

....

....

The declaration of Ethics approval section will have few sub sections. Each sub section is an ethics that need to be declared.

| chnical estone | Budget | Funding Support ✓ | Reviewers | Declaration of Ethics Approval | Other Attachments | Undertaking ✓ |

Declaration of ethics approval   Expand All Sections

For projects requiring Ethics Approval, please make all your necessary declaration/s in this section.

∧ Hide Proposal Details

Title of research project	**Singapore Cyber security Research project**		
Proposal ID		Last updated date	**09-Sep-2017**
Proposal status	**Draft**	Grant call closing date	**30-Sep-2017 07:59 AM**

Use of Human Tissues or Cells ⌄

Animal Experimentation ⌄

Human Subject ⌄

Use of Animal Tissues or Cells ⌄

Missing Ethic replacement ⌄

Multi-centre Trial(s) ⌄

Requirement for containment Class 2 and above ⌄

Back   Save as Draft 💾   Next ›

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

Declaration of Ethics Approval

9.1 **Ethics # 1**

9.2 Ethics # 2

9.3 Ethics # 3

9.4 Ethics # 4

....

....

Human Subject

Please note that the approval of the grant is subject to ethics approval. Please tick if your study involves the following ethics categories.
Please indicate the expiry date of the ethics approval (if approval has been obtained) and attach the ethics approval documentation. If your research involves any of the ethics categories but ethics approval is not necessary, please provide the rationale under the comments/reasons text box.

1

- Ethics involved   ○ Yes   ○ No
- Ethics approval required   ○ Yes   ○ No

Ethics approval expiry date   [   ] 📅

Comments/ reasons   [   ]

< Back

2

Save as Draft 💾   Next >

1 To declare ethics, open up each ethics declaration section and fill up the information

2 Click on **Save as Draft** or **Next** button to save the information

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Declaration of Ethics Approval

9

9.1 **Ethics # 1**

9.2 Ethics # 2

9.3 Ethics # 3

9.4 Ethics # 4

....

....

Attachments

1

To attach document, click the 'Add files...' button. Once completed, click the 'Start upload' button. File types allowable include: txt, doc, pdf, zip, xls. The maximum size for each file is 4 MB.

+ Add files...   ⊙ Start upload   ⊘ Cancel upload   🗑 Delete

NOTE:The attached file(s) will be displayed after anti-virus scanned is complete. Please wait and visit this page later.

	File name	Size/Status	Actions	☐ Check all
📄	Modern business with new technologies - Medium.jpg	1.34 MB	🗑 Delete	☐

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Save as Draft 💾   Next >

1 Upload the ethics declaration statement under the attachment section. If the ethics declaration statement is not ready, users can upload the same at the award stage

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10.1 Attachments

The Other attachment has 1 sub section

| chnical estone | ✓ | Budget | ✓ | Funding Support | ✓ | Reviewers | ✓ | Declaration of Ethics Approval | ✓ | Other Attachments | → | Undertaking | ✓ |

Other Attachments

Please upload additional attachments (if any) as requested by the Grantor in this section.

∧ Hide Proposal Details

Title of research project	**Cyber Security research project**		
Proposal ID		Last updated date	**06-Sep-2017**
Proposal status	**Draft**	Grant call closing date	**30-Sep-2017 07:59 AM**

Attachments ∨

To add attachment, click the 'Add files...' button. Once completed, click the 'Start upload' button. File types allowable include: txt, doc, pdf, zip, xls. The maximum size for each file is 4 MB.

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[‹ Back] [Save as Draft 💾] [Next ›]

To Note

1. To save proposal as a draft, click on Save as Draft button
2. To navigate to next screens, click on **Next , Back** or click on the top navigation

Other Attachments

Attachments

Click on **Add** files to upload attachments which are relevant to the proposal

Undertaking

Undertaking

1 Click on **Inform Lead PI** when the proposal updates are complete

To Note

1. An email will be sent to Lead PI to inform him/her that the draft/resubmitted proposal has been filled up by the Data Admin.
2. Data admin will be notified via email when the proposal is returned to the Lead PI and when PI submits/resubmits the proposal to the ORE.
3. The application is not considered submitted/resubmitted until the Lead PI submits/resubmits the application.