

**ISTM Research Awards  
2023-2024 Application Form**

**Application Part 1**

**Principal Investigator (PI) and Affiliation**

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

PI is from a low- or middle-income country (Check box if yes)

PI is a new investigator (*defined as < 5 years practicing travel medicine or longer travel medicine practice with no prior research funding*) (Check box if yes)

If yes, please clarify if you are: a physician in training \_\_; pharmacist in training \_\_; nurse in training \_\_; student \_\_

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

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

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

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

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

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

### **Criteria for grant award**

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

- Research must be travel medicine or immigrant/refugee health oriented.
- Project proposal must be scientifically sound and must be in accordance with international ethical guidelines.
- IRB approval is to be secured within 6 months of notice of award.
- There must be no conflicts of interest for any of the investigators who apply for research funding.
- Grant applicants must be ISTM members in good standing.
- Studies are to begin within 1 year of notice of award.
- A progress report will be sent to the ISTM Research and Awards Committee every year with a final report submitted at the conclusion of the project.
- A research paper must be submitted to initially to the Journal of Travel Medicine within one year of completion of the project, it does not guarantee acceptance of the paper.

### **Award amount**

Typical awards will be in the range of USD 10,000 to USD 15,000.

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

### **Applications from New Investigators and Investigators from Low- and Middle-Income Countries (LMIC)**

The ISTM has earmarked funding for research projects for new investigators and investigators from a low- or middle-income country. In order to be eligible for this portion of the award, you'll need to tick the box above to indicate your status. This does not preclude you from being considered for regular funding.

### **Deadline for submission: 31 January 2024**

Complete, signed applications must be received by the ISTM Secretariat Office no later than 31 January 2024. Applications must be submitted to [awards@ISTM.org](mailto:awards@ISTM.org)

### **Evaluation of applications**

Requests for funding will be treated fairly and impartially and judged on the basis of scientific merit (hypothesis or study questions, objectives, significance and originality of the research, research plan, team capacity, budget justification and relation to ISTM). The Research and Awards Committee will reach consensus (or 75% majority) regarding the awarding of a grant.

## **GUIDELINES FOR FREE FORM TEXT**

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

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

**Submissions must be received by the ISTM Secretariat no later than 31 January 2024.**

Please send complete applications to [awards@ISTM.org](mailto:awards@ISTM.org)