

## MRC – RISTEKDIKTI FULL STAGE APPLICATION GUIDANCE

This guidance document is for applicants wishing to apply to the UK-Indonesia Joint Partnership on Infectious Diseases call. This guidance supplements the [MRC Handbook for Applicants](#). Please consult the MRC Handbook for Applicants for information such as preparing the budget for your proposal.

This present guidance document provides additional information specific to this call. Where guidance in the present document differs from that in the MRC Handbook for Applicants, you should follow the guidance in this present, scheme specific, document.

It is important that applicants read the below document as it includes important additional information that is not covered in the call text. It is also important that your Indonesian colleagues are aware of all relevant guidance provided by RISTEKDIKTI.

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## **1. Important application information**

The Medical Research Council (MRC) and Kementerian Riset Teknologi Dan Pendidikan Tinggi Republik Indonesia (RISTEKDIKTI) are pleased to invite research proposals to the UK-Indonesia Joint Partnership on Infectious Diseases through the Newton Fund.

This initiative will provide funding for collaborative infectious disease focused research projects. Researchers will be responsible for developing their own collaborations and, once a research proposal is developed, UK and Indonesian applicants must apply jointly for funding.

All projects will have a principal investigator (PI) based at a UK research organisation (RO) and a PI based at an Indonesian higher education institution/university. Partners must work together to complete one joint application to be written in English and submitted to the MRC via the MRC Joint Electronic System (Je-S) System.

Research grants under this call can be up to three years in duration. On the Indonesian side, the projects must start by 1 January 2019. On the UK side the projects must start by 1 April 2019 (and the end date of the proposed research should be no later than 31 March 2022).

Funding for projects awarded under this call for proposals is jointly provided by the MRC and RISTEKDIKTI. The MRC will fund the UK component of the proposal at the standard 80% FEC, and RISTEKDIKTI will fund the Indonesian component of the proposal.

In total, up to approximately £2,370,000 of funding will be made available for this initiative: up to £2m of MRC funding; and up to 7,200,000,000 Rupiah (approximately £370,000) from RISTEKDIKTI.

The funding agencies intend to provide support for approximately six projects subject to quality. The size of the grants will vary according to the needs of the research project. However, we would expect each project to cost approximately £400,000 including up to approximately £333,000 to be requested from the MRC and up to approximately 1,200,000,000 Rupiah from RISTEKDIKTI (approximately £62,000).

As the UK contribution will be provided by the MRC's Newton Fund allocation, the research proposed must meet Official Development Assistance (ODA) requirements and be specifically relevant to the Indonesian population. Funding will be awarded in a manner that fits with ODA guidelines. All applications under this call must therefore be compliant with these guidelines to be deemed eligible.

For further information on ODA please visit: [the Newton Fund website](#).

**Key dates**

<b>Activity</b>	<b>Date</b>
Expression of Interest deadline	26 June
Full application submitted to MRC via the Joint Electronic System (Je-S) by the UK PI on behalf of the collaborators	24 July
Peer review	August - October
PI response	24-31 October
Panel meeting	November
Inform outcome	December
Projects start	Indonesia: January 2019 UK: April 2019

## **2. Who can apply?**

### 2.1 Types of research organisations (ROs)

**The UK principal investigator (PI) MUST** be based at one of the following, as per standard MRC eligibility criteria:

- Higher education institutions
- Independent research organisations
- Government funded organisations (other than MRC funded units and institutes)
- MRC units/institutes
- University units (former MRC units)

**The Indonesian PI MUST** be based at a higher education institution/university. Researchers based at research institutions may join the project as co-investigators.

Applications cannot be accepted from UK or Indonesian principal investigators in commercial organisations.

Applications with industry engagement are welcomed, however, funding will not be provided to industrial partners.

See [MRC Guidance for Applicants](#) for further details about eligible institutions. This call will follow standard MRC eligibility criteria.

### 2.2 People named on the grant

#### **The principal investigators (PIs)**

For awards under the MRC – RISTEKDIKTI scheme there will be a UK PI and an Indonesian PI. The expectation is that the UK PI and associated costs for UK research would be funded by the MRC, while the Indonesian PI and associated costs for research in Indonesia would be funded by RISTEKDIKTI.

The PIs are responsible for the intellectual leadership of the research project and for the overall management of the research. The PIs will be the funding agencies' main contact for the proposal. For administrative purposes when completing the Je-S form, you will only be able to input one PI; this will need to be the UK PI. The Indonesian PI will need to be listed as a co-investigator (Co-I).

Individuals can hold more than one grant at a time (depending on the applicant's qualifications for Indonesian applicants, as regulated in the Pedoman XII). The award of a grant does not guarantee any further commitment to funding by the MRC or RISTEKDIKTI.

MRC will consider proposals from any UK-based researcher who is based at an eligible research organisation and can demonstrate that they will direct the proposed research and be actively engaged in carrying it through.

Each PI in the UK and Indonesia may submit only one research grant proposal for this research initiative. However, you may be a co-investigator on more than one application.

See [MRC Guidance for Applicants](#) for further details about UK PI eligibility.

### **Indonesian applicants**

The Indonesian PI must meet the conditions set out in the guidelines [Panduan XII](#).

Applicants must be Indonesian citizens and hold a permanent or fixed-term contract in an eligible university or research institute in Indonesia.

Applicants must be competent in oral and written English.

### **Co-investigators (Co-Is)**

The PIs may be supported by a number of UK and Indonesian Co-Is named on the application. A Co-I assists the PI in the management and leadership of the research project.

**All UK and Indonesian PIs and Co-Is must have verified Je-S accounts and must be added to the Je-S form under co-investigator.** Please see section 3.4, below, 'Creating a Je-S application' for information on how to add an organisation on Je-S.

While, it is essential that all Indonesian PIs and Co-Is are added to the Je-S form, Indonesian costs should not be represented on this form. A separate form will be completed for Indonesian costs in the RISTEKDIKTI Cost pro-forma (template on web page).

### **Other support**

For information on other parties involved in research including project partners, please see section 1 in the [MRC Guidance for Applicants](#).

**If a project partner is from industry, applicants must follow the [guidance](#) relating to the MRC Industrial Collaboration Agreement (MICA).**

## **3. Application process**

### **3.1 Expression of Interest**

Researchers planning to submit to this scheme are asked to submit an [Expression of Interest](#) including the names of the leading UK and Indonesian investigators and a preliminary project title and abstract to [international@mrc.ukri.org](mailto:international@mrc.ukri.org) by **Tuesday 26 June**.

The Expression of Interests received will assist the funders in preparing for peer review. This step will not involve an assessment of the proposal; therefore, applicants should not expect to receive feedback from the funders. Once you have submitted the Expression of Interest,

please proceed with producing your application and do not wait for a confirmation from the funders.

### 3.2 Full application summary

The deadline for full applications is **16:00 BST Tuesday 24 July 2018**.

<https://je-s.rcuk.ac.uk/JeS2WebLoginSite/Login.aspx>

Applications must be submitted by the UK PI to the MRC on behalf of the UK-Indonesian research partnership. The application must be JOINTLY prepared. Once received, MRC will share the applications with RISTEKDIKTI. Prior to approving an award, no submission is required via a RISTEKDIKTI portal; if successful in their applications only then will applicants submit to RISTEKDIKTI.

**As this will be the single application document, it is vital that the joint application form provides full details of the work proposed for both the UK and Indonesian components.**

The following documents must be included in the joint application:

- **A completed Je-S form.**  
All UK and Indonesian investigators MUST be included. This form reflects the UK costs, so while the Indonesian investigators should be included, hours charged for Indonesian investigators should be 0. Indonesian costs should be captured in the RISTEKDIKTI costs pro-forma.
- **A cover letter (optional)**
- **A jointly prepared Case for Support** (see additional guidance below)
- **CVs and publication lists** (uploaded individually) for each of the UK and Indonesian partners named as investigators on the grant
- Justification of resources for the total costs requested for the project (both UK and Indonesian costs should be fully justified)
- **Pathways to impact** – please see section 2.2.5 [MRC Guidance for Applicants](#).
- **Data Management Plan** – please see section 2.2.8 [MRC Guidance for Applicants](#).
- RISTEKDIKTI costs pro-forma – a detailed budget form for RISTEKDIKTI uploaded as attachment titled ‘RISTEKDIKTI costs pro-forma’ (template on webpage)
- [MICA form and Heads of Terms](#) (if required)
- Rodents overseas form (if required)
- **Signed letter of support:**
  - from Indonesian research organisation demonstrating support for the proposed research project
  - where the Indonesian partner or another third party (ANY organisation other than the host UK RO) is responsible for recruitment of people as research participants and/or providing human tissue
  - from any project partner where an in kind payment is being contributed
  - from both PIs when animal research is proposed. Please see section 5.6 “use of animals” for further information.

All attachments should be completed in 11 point Arial typeface, with a minimum of 2cm margins. Applications will not be accepted where smaller or narrow typefaces have been used.

**Page lengths (A4 size):**

<b>Document</b>	<b>Maximum length (Maximum)</b>
Covering letter	2 pages
A jointly prepared Case for Support	8 pages (including illustrations & references) + 1 page for methodology annex
CV	2 pages per CV
Publications	1 page per investigator
Justification of Resource	4 pages
Pathways to Impact	2 Pages
Data Management Plan	3 pages
Letter of supports (dated and signed)	2 pages

Other documents for which page lengths are not relevant include:

- RISTEKDIKTI Costs pro-forma.

Further guidance and details for all of the above content can be found in the [MRC Guidance for Applicants](#).

### 3.3 The Case for Support and Justification of Resources

#### **The Case for Support**

A jointly prepared Case for Support, written in English, must be uploaded as a PDF to the Je-S application. As is standard MRC guidelines, the case for support may be up to eight A4 pages in length, including one page of references, using Arial 11pt typeface with margins of 2cms on all sides.

In your case for support you should address each of the following headings:

- title
- importance of the research
- approximately 150 words to highlight why this research is '[Official Development Assistance](#)' compliant - **this should also be highlighted in the summary of the proposal form**
- scientific potential and expected outcomes
- people and track record including project roles and responsibilities of UK and Indonesian applicants
- research environment
- research plans and deliverables
- consideration of ethical, governance and IP issues around the project
- data preservation, exploitation and dissemination.

For further information regarding what should be included in the Case for Support, please see section 2.2.3 in the [MRC Guidance for Applicants](#).

A one-page annex may be included in addition to the case for support page limit providing additional detail of the methodology and experimental design aspects of the proposal. This information must be provided as a clearly marked annex at the end of the main Case for Support entitled '**Methodology and experimental design annex**'. Please note that you are not required to duplicate information presented elsewhere in the application.

**The use of this annex is strongly advised** where the proposal includes the use of animals and/or human participants, or where the methodology/experimental design proposed is practically novel. Please see section 4.3 in the [MRC Guidance for Applicants](#). RISTEKDIKTI applicants should get ethical clearance from relevant authorities.

### **Justification of Resources**

Please complete the template available on the call webpage, it must be written in a minimum font size of Arial, 11 point, with margins of at least 2 cm, justifying that the resources requested are appropriate to undertake the research project.

**You must complete one Justification of Resources (JoR) document justifying both the UK costs and Indonesian costs** and attach it to your application under "Justification of Resources". The JoR must contain a breakdown and explanation of the costs requested for this funding scheme by each partner taking into account the requirements outlined under the 'Funding available' section of this document.

The JoR should explain why the resources requested are appropriate for the research proposed, taking into account the nature and complexity of the research proposal. It should not be simply a list of the resources required.

In addition to the standard content for the Justification of Resources, applicants should include:

- the UK value of resources requested by the UK researchers
- a statement detailing the UK value of resources requested by the Indonesian partner.

This is so that the value of the total funds requested for the research project, can be assessed.

**The costs on both the UK and Indonesian side should be separate with a clear justification of each cost.**

### **3.4 Creating a Je-S account**

Please login to your Je-S account via <https://jes.rcuk.ac.uk/JeS2WebLoginSite/Logout.aspx>, using the username and password you have chosen (if you do not have a Je-S account, or have forgotten your password, please see the guidance provided further below).

- select '**Documents**' from the left hand menu list from your Je-S account home page
- select '**New Document**' from within the Functions/create section of your documents page

#### Creating your Je-S application:

**All PIs and CO-Is involved in a grant project will need to be registered on Je-S. It is important to register on Je-S at least two weeks before the deadline as this is not a quick process.** Please read on for information about setting up a Je-S account.

The below '**Call/type/mode**' can only be selected when the call opening date has been reached (until the advertised closing date **Tuesday 24 July 2018**).

All MRC funding calls close at **16:00 BST**, on the advertised closing date.

- Select council: **MRC**
- Select document type: **Standard Proposal**
- Select scheme: **Research Grant**
- Select call/type/mode (optional):
- Select '**create document**' option

New Je-S users: In order to gain access to the Je-S System, [create an account](#).

**Please telephone Je-S Helpdesk 01793 444164 should you require any assistance with the Je-S system.**

Project details: UK PIs should allow a latest start date of **17 April 2019**

### 3.5 Budgets

It is the responsibility of the Indonesian and UK PIs to ensure the conditions of their respective funder are understood.

**All the UK and Indonesian PIs/Co-Is must be inputted onto the Je-S form.** However, any costs for Indonesian PIs/Co-Is (unless agreed) must be inputted with hours and charged as £0. The Indonesian partner costs will be recorded in the RISTEKDIKTI budget pro-forma (template on webpage) that can be downloaded from the MRC webpage for this call. The Indonesian PI must refer to Pedoman Penelitian dan Pengabdian Edisi 12 Tahun 2018 in preparing the budget, and if successful in their application, the Indonesian PI will need to submit a separate budget form on the RISTEKDIKTI website.

#### **Full Economic Costing (FEC)**

UK-based research costs will be funded at 80% of the Full Economic Cost.

Please see section 3. Resources – Full Economic Costing in the [MRC Guidance for Applicants](#) for information on FEC.

(Please refer to section 3, ‘application process’, for more information)

**Funding available**

	<b>MRC funding*</b>	<b>Indonesian funding</b>
Research costs:		
Staff – directly incurred post	Yes	No
Staff – directly allocated posts (PI and Co-I time)	Yes	No
Equipment below £10,000	Yes	No
Equipment above £10,000	No	No
Consumables	Yes	Yes
Research studentships**	No	Yes
Research assistants**/postdoctoral researchers/research technicians	Yes	Yes
Studentships (degree programmes)	No	No
Travel and subsistence for exchange/mobility activities	Yes	Yes
Cost of workshops, meetings etc.	Yes	Yes

*\*MRC funding will be provided to the UK HEI but can be spent on activities in Indonesia which are outside of the funding available from the Indonesian funders and when identified and justified in the proposal. This must be agreed in advance of submission with the funders.*

*\*\*By referring to the Regulation of the Minister of Finance of the Republic of Indonesia, specifically the Standar Biaya Masukan.*

**Equipment:**

**Capital costs above £10,000 cannot be funded via the Newton Fund and therefore any capital costs requested will not be accepted.**

Costs for ‘small equipment’ under £10,000 (such as consumables) are accepted by MRC from UK applicants but not by RISTEKDIKTI for Indonesian applicants.

**Spending obligations under the Newton Fund**

As previously stated, funding must be awarded in a manner that fits with Official Development Assistance (ODA) guidelines. All applications under this call must therefore be compliant with these guidelines. ODA compliance will be assessed as an eligibility requirement and it is the responsibility of the PIs to communicate how the proposed research is ODA compliant.

Applications assessed as non-ODA compliant will be considered ineligible at the application stage and will not progress to peer review.

For further information on ODA please visit the Newton Fund What is ODA page.

Due to the tight time scales of the Newton Fund, if you are successful you will need to adhere to strict spending requirements. For this call, the end date of the proposed research should be no later than **31 March 2022**.

## **4. Assessment process and criteria**

Following submission, peer-review will be undertaken by the funding agencies. To be funded, proposals must be internationally competitive and at a standard equivalent to that normally expected to be supported by each funding organisation.

Key assessment criteria for the submissions will be:

- significance and impact of the research
- scientific rationale: novelty, importance and timeliness of the research
- design and feasibility of the project plan
- partnership: including strength and clarity of collaborations and opportunities provided, quality of the project management structure proposed
- quality and suitability of the research environment and of the facilities
- value for money for international and UK science
- ethical considerations and governance arrangements.

In addition, applicants must describe how the proposed UK funded work is ODA compliant [approximately 150 words]. This section will be made publicly available. For further information on ODA, please visit: [the Newton Fund website](#).

Applications received and comments from all peer-reviewers will be assessed by the joint MRC - RISTEKDIKTI Review Panel in November 2018. This panel will consist of academic experts from both UK and Indonesia, where final decisions will be made.

For further information on the peer review process, please see the MRC peer review page.

## **5. Agreements**

### **5.1 Collaboration Agreement**

As the research projects will be carried out by multiple research organisations and project partners, the basis of collaboration between the organisations and project partners, including ownership of intellectual property (IP) generated during the project and rights to exploitation, and costs of IP management [this is not an eligible cost to MRC], is expected to be set out in a formal Collaboration Agreement between the research organisations involved. It is the responsibility of the research organisations to put such an agreement in place before the

research begins. **The terms of collaboration shall not conflict with MRC and RISTEKDIKTI terms and conditions.**

Arrangements for collaboration and/or exploitation must not prevent the future progression of academic research and the dissemination of research results in accordance with academic custom and practise and the requirements of the funding bodies. A temporary delay in publication is acceptable in order to allow commercial and collaborative arrangements to be established.

Details of key issues included in the Collaboration Agreement, for example management of IP, should be detailed in the 'consideration of ethical, governance and IP issues around the project' section of the Case for Support.

## 5.2 Intellectual Property

Intellectual Property Rights (IPR) means any copyright and related rights, patents, rights to inventions, registered designs, database rights, design rights, topography rights, trademarks, service marks, trade names and domain names, trade secrets, rights in unpatented know-how, rights of confidence and any other intellectual or industrial property rights of any nature including all applications (or rights to apply) for, and renewals or extensions of such rights and all similar or equivalent rights or forms of protection which subsist or will subsist now or in the future in any part of the world.

Ownership of intellectual property (IP) generated during the project and rights to exploitation, as well as any costs regarding management of IP, are expected to be agreed between the collaborating research organisations before the research begins, unless otherwise stated. It is up to the respective UK and Indonesian research teams to determine in advance how any exploited IP will be divided amongst the partners. Details of this agreement must be included in the Collaboration Agreement (as above).

As per standard Indonesian government regulations, IP attributed to the Indonesian partners and funded by the Government will be jointly owned by the Government (here RISTEKDIKTI) and the collaborating Indonesian project partner (please refer to RISTEKDIKTI guidance). Therefore, rights to exploitation, as well as any costs regarding management of IP should be agreed between the collaborating project partners, their research organisations, and RISTEKDIKTI/Indonesian Governments before the research begins. Details of this agreement should be included in the Collaboration Agreement. Any IP sharing agreements in place between a research organisation and their national funding body would be expected to apply only to the IP share of that research organisation and their respective funding body.

The MRC will follow its standard rules/terms and conditions regarding IP, please see relevant sections within the [Applicant Guidance](#).

### 5.3 Material Transfer Agreements

Collection and exchange of material may occur between collaborating institutions, as necessary, in strict compliance with the legislation in effect in both countries.

#### 5.3.1 Indonesia Material Transfer Agreements guidance

Any tangible research materials required to be taken from the Republic of Indonesia for research purposes shall be transferred through Material Transfer Agreement between concerned research organisations in strict compliance with the legislation of the Republic of Indonesia.

### 5.4 Ethics

Any research involving humans/human tissue and/or animals must comply with legislation in both the UK and Indonesia, and must also comply with relevant policies and guidance of MRC and RISTEKDIKTI.

It is the absolute responsibility of the PIs and the ROs to ensure that appropriate ethical approval is granted and adhered to, and that no research requiring ethical approval is initiated until it has been granted.

The ethical information sub-sections in the Je-S proposal form should be completed to give details of any human participation, research using animals, genetic and biological risk **in either country**, and UK and Indonesian ethical committee approvals required. Section 5 of the [MRC Guidance for Applicants](#) has recently been updated to reflect amendments to this section of the Je-S form.

Applicants must be clear in their applications in which country the proposed research involving humans and/or animals will take place and must fully complete the ethical information section for research taking place in either country.

#### **MRC ethics guidance**

Applicants must comply with all of the MRC's relevant policies and guidance regarding the use of humans/human tissue and/or animals in research.

Approval(s) for the research detailed in an MRC grant proposal must be granted by the appropriate bodies before any work can commence. Institutions, applicants and grant holders have absolute responsibility for ensuring that the necessary approvals are granted for the research considered by MRC and RISTEKDIKTI.

The principal investigator/ research organisation must be prepared to furnish the MRC with a copy of the ethical approval, and any correspondence with the committees, if requested by the council. The principal investigator must notify the MRC if a regulator or a research ethics committee requires amendments that substantially affect the research question, methodology

or costs to the extent that the project is no longer the same as that approved for funding by the MRC.

## Indonesian ethics guidance

To maintain the highest standard of research quality and integrity, Indonesian applicants must comply with Indonesia's relevant policies regarding human and ethical principles.

For research activities conducted within the Republic of Indonesia, additional permits must be obtained prior to the start of the proposed research as governed by the following Indonesian statutes, acts, laws and regulations:

- research activities resulting in potential high-risk and negative impact on human health and safety, the preservation of the environment and other living systems are governed by UU No.18 2002 on the National System of Research Development and the Application of Science and Technology, Article 30(2) and Article 22(2)
- this is further defined by PP No.48 2009, Article 22(3) UU No. 18/2002 on the requirements of such permits and by PP No.8 2012 on what constitutes as activities considered to be potential high-risk of negative impact and the governmental organisation authorised to give such permits.

In addition, the research activities must refer to Peraturan Menteri Kesehatan Republik Indonesia Nomor 7 Tahun 2016 Tentang Komisi Etik Penelitian dan Pengembangan Kesehatan Nasional.

## 5.5 Humans/human tissue

### 5.5.1 MRC guidance

Applicants must comply with relevant MRC policies and guidance [MRC Guidance for Applicants](#). In particular, applicants should be aware of the following guidance/requirements:

MRC current policy for research involving humans to take place overseas, is that for research to be undertaken internationally, both local and UK ethical approval is required.

For clinical studies involving human participants and/or patients in the UK or overseas, appropriate consent must be obtained.

Where the Indonesian partner or another third party (ANY organisation other than the UK RO) is responsible for recruitment of people as research participants and/or providing human tissue, details should be included in the case for support and a letter of support **MUST** be attached to the application. The letter of support should be titled 'Human participation' and include confirmation of the following:

- that the international partner has agreed to recruit the participants/provide tissue
- that what is being supplied is suitable for the research being undertaken
- that the quantity of tissue (where relevant) being supplied is suitable, but not excessive for achieving meaningful results.

The letter of support must be an integral part of the application (as an attachment) and must focus on the proposal it accompanies.

### 5.5.2 Indonesian guidance

RISTEKDIKTI adheres to the MRC guidance and policies on use of human/human tissue. Applicants must submit appropriate documentation as requested within the MRC guidance in addition to relevant permits for research conducted in Indonesia (see section 5.4). Additionally, Indonesian legislation prohibits the exchange of samples and/or specimens outside of the Republic of Indonesia except by approval of the Minister of Research Technology. Applicants must prepare to submit proper documentation in relation to materials transfer prior to exchange of samples/specimens from Indonesia.

## 5.6 Use of animals

### 5.6.1 MRC guidance

Applicants must ensure that all of the proposed research, both that in the UK and in Indonesia, will comply with the principles of the MRC common guidance on responsibility in the use of animals in bioscience research.

In particular, UK institutions should be aware of the following aspect of the guidance relating to research or collaboration outside the UK:

*“When collaborating with other laboratories, or where animal facilities are provided by third parties, researchers and the local ethics committee in the UK should satisfy themselves that welfare standards consistent with the principles of UK legislation (e.g. the Animals (Scientific Procedures) Act 1986), and set out in this guidance, are applied and maintained.*

*Where there are significant deviations, prior approval from the funding body should be sought and agreed. International research should also be compliant with all relevant national and local regulatory systems in the host country where the research is to be conducted.”*

Investigators proposing the use of animals should provide an additional letter including the following information:

- a signed statement from both UK and Indonesian PIs that:
  - they will adhere to all relevant national and local regulatory systems in the UK and Indonesia
  - they will follow the guidelines laid out in the using animals for bioscience research document and ensure that work is carried out to UK and Indonesian standards
  - before initiation of the proposed research work, appropriate approvals from institutional and/or central animal ethics committees will be obtained for experimental protocols to be adopted in their projects. Successful proposals may be expected to provide copies of these permissions before funding is released.

- details on where the animal research will take place (UK, Indonesia or elsewhere) and through which funder the resources are being sought. Applicants should include confirmation that animal welfare standards at these institutions meet the requirements outlined above.

All applicants are required to comply with Section 4: 'Proposals involving animal use' of the [MRC Guidance for Applicants](#). Applicants should detail in the letter any additional information which was not included in the proposal document but which is pertinent to the animal research proposed and which the funders should be aware of.

In addition, researchers should be reminded that sufficient information and justification regarding any animal research proposed, regardless of country, must be provided in the proposal order to allow full peer review to take place.

### **5.6.2 Indonesian guidance for animal uses**

RISTEKDIKTI adheres to the MRC guidance and policies on use of animals. Applicants must submit appropriate documentation as requested within the MRC 'Use of animals' section in addition to relevant permits for research conducted in Indonesia as described in Section 4.3 RISKEKDIKTI 'Ethics guidance' section. Additionally, as noted previously, Indonesian legislation prohibits the exchange of samples and/or specimens outside of the Republic of Indonesia except by approval of the Minister of Research Technology. Applicants must prepare to submit proper documentation in relation to materials transfer prior to exchange of samples/specimens from Indonesia.

## **6. Terms and conditions**

For the grant's terms and conditions please follow the link:

<https://www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/>

**Newton Fund terms and conditions are provided below:**

### **ODA compliance**

The Newton Fund is part of the UK's Official Development Assistance (ODA). Its aim is to develop science and innovation partnerships that promote the economic development and welfare of developing countries. The investigators must ensure the research part of this grant remains compliant with ODA rules and regulations as set out under the Newton Fund programme. In the event that the research does not remain compliant with ODA rules and regulations Medical Research Council reserve the right to terminate the award and recoup any funds as appropriate.

### **Acknowledgements and reporting**

Investigators must acknowledge the Newton Fund and the Medical Research Council in any publications, web pages or events associated with this grant.

Investigators must assist the Medical Research Council with any additional reporting requirements requested by the Department for Business, Energy and Industrial Strategy or any other government department.

### **Starting procedures**

This grant must start by **17 April 2019**. The start of the grant may NOT be delayed beyond this date.

Please note that due to the fixed start date, the normal three months start period rules outlined in the UKRI Terms and Conditions RGC4, does not apply to this project.

### **Ethical requirements**

It is the responsibility of the principal investigator and the research organisation to ensure that appropriate ethical approval is granted for this study and adhered to, and that no research requiring ethical approval is initiated until it has been granted.

MRC current policy for research involving humans is that for research to be undertaken overseas, both local and UK ethical approval is required.

For clinical studies involving human participants and/or patients, appropriate consent must be obtained.

For grants that include the use of animals, the responsibility in the use of animals guidance should be adhered to, and in particular: 'When collaborating with other laboratories, or where animal facilities are provided by third parties, researchers and the local ethics committee in the UK should satisfy themselves that welfare standards consistent with the principals of UK legislation (such as the ASPA) and set out in this guidance are applied and maintained.'

The principal investigator/research organisation must be prepared to furnish the Medical Research Council with a copy of the ethical approval, and any correspondence with the committees, if requested. The principal investigator must notify the Medical Research Council if a regulator or a research ethics committee requires amendments that substantially affect the research question, methodology or costs to the extent that the project is no longer the same as that approved for funding.

### **Government support**

This award is dependent on continuing government commitment for this initiative and continuing match from the partner funder. In the event that this support is withdrawn, the Medical Research Council reserve the right to terminate the award.

### **Collaboration Agreement**

A Collaboration Agreement is required for this project.

As the grant is associated with more than one research organisation the basis of collaboration between the organisations, including the allocation of resources throughout the project and ownership of intellectual property and rights to exploitation is required to be set out in the formal collaboration agreement. It is the responsibility of the lead research organisation to put such an agreement in place. The terms of collaboration agreements must not conflict with the Medical Research Council's terms and conditions.

**Annex 1 Additional questions on use of rodents overseas**

The expectations of the research councils for the use animals in research are set out in the document '[Responsibility in the use of animals in bioscience research](#)'. Compliance with the principles in this document is a condition of receiving funding.

Please confirm the following: (*tick box – yes/no*)

1. The enclosure sizes and space allocations meet or exceed those in Annex VII to <a href="#">Directive 2010/63/EU</a> (Tables 1.1 to 1.5)	
2. The rodents are provided with: a) substrate/bedding on a solid floor; b) a shelter and/or nesting material for refuge and to help regulate body temperature and light exposure; c) chew blocks or other gnawing material.	
3. The rodents are housed socially. Exceptions to this must be justified below.	
4. Appropriate, contemporary anaesthesia and/or analgesia is provided to minimise pain and distress. Any withholding of pain relief during painful procedures must be justified below.	
5. Surgery is performed using aseptic technique, the least invasive surgical approaches, and appropriate perioperative care (pre-operative medications, hypothermic).	
6. Toe clipping and/or tail biopsy are not used for identification or genotyping purposes.	
7. Where genotypes are known to be harmful, animals of that type are not produced unless required scientifically (e.g. if homozygous null is harmful and heterozygotes are desired, then heterozygous is crossed with wild type, not another heterozygous animal).	
8. Where new GA strains are being generated, best knowledge will be applied to predict potential harmful outcomes and the animals will be monitored closely for emerging phenotypes.	
9. The rodents are monitored with a frequency appropriate to keep pain and distress to a minimum, using appropriate, tailored welfare indicators and score sheets.	
10. Humane endpoints have been established for each experiment with the potential to cause moderate or severe harm, after consultation with the veterinarian and animal care staff, and implementation of these is recorded during the experiment. (Note the humane endpoint criteria may be requested by the research councils).	
11. The methods of humane killing are those recommended by the <a href="#">AVMA (2013)</a> or permitted under Directive 2010/63/EU.	

Where there are deviations from the above, please explain below: *(free text; one side of A4)*