



The Global Health Field Research Award - Announcement

Issued: August 18, 2011, Revised January 03, 2017

I. Funding Opportunity Description

The objective of the Global Health Field Research Award (GHFRA) is to enhance the recruitment of students into global health research and practice careers by providing them the means to work with research mentors and to attain international or, in some cases, domestic cross-cultural field experience. Grants are awarded to the proposals judged by faculty members to be realistic, challenging, and educational. The GHFRA is primarily intended for student-initiated research projects working with a faculty Hopkins faculty member. The GHFRA is administered by the Center for Global Health.

II. Eligibility

- A. All JHU undergraduate and graduate students, including (but not limited to) students in Arts and Sciences, Engineering, Medicine, Nursing, Public Health, and International Studies are eligible to apply. **There are two exceptions: 1) MPH students may not apply, students within the MPH program must apply to the MPH Field Experience Fund and 2) Because of the virtual guarantee of an award from the SOM Dean's Office Summer Research Funding first-year medical students are not eligible to apply.** Note: Students in combined programs i.e. MPH/MSN, MPH/MBA, apply to the funding program applicable to the academic program they are currently attending (e.g. an MPH/MSN student currently in the MPH phase of study must apply to the MPH Field Experience Fund). Additionally, medical graduates in residency programs are eligible to apply. Doctoral students may apply for funding in connection with their dissertation work.
- B. Faculty cannot apply to this program.
- C. Former grant recipients (Frameworks, Global Field Experience Fund, Global Health Established Field Placements, and Global Health Travel Grants for Housestaff) cannot reapply for research funding unless they have progressed into another degree program. For example, a student receiving an award while in their MHS program may apply again if they are accepted into a doctoral program.

III. Program Restrictions:

- A. Generally research proposals based in a country considered unsafe by the U.S. State Department are subject to approval. Such proposals submitted by undergraduates will not be accepted. Applications by graduate students will be closely reviewed.
- B. Project locations in low income countries are preferred while projects in high income countries will not generally be considered. (following World Bank classifications)
- C. Projects in a student's country of permanent residence are not preferred.
- D. Group projects will not be funded.
- E. Student must work on project in-country for at least one month.
- F. Awards will be based primarily on quality and scoring. However, the number of awards may have to be balanced by degree program among the high scoring applicants.

IV. Requirements

A. Mentors/Advisors

Students are expected to have researchers and/or faculty to assist them in their project. These include:

1. Faculty Advisor. Applicants are expected to have a Hopkins faculty advisor for their project. The primary role of the advisor is to guide the student in accomplishing their project. This person may be their

assigned advisor, the investigator on the study in which they wish to work, or a faculty member willing to assist. Faculty advisors must provide a signed commitment form.

2. In-Country Host. Applicants traveling overseas need to provide a signed letter from an in country host indicating that they will provide guidance and supervision on the project. In most instances this will be the in-country investigator for the project.

Note: *Because there are a variety of possibilities in terms of projects it is possible that these two required resources may be fulfilled by a number of people. If the student works with a Hopkins faculty on the ground in another country the roles may be filled by a single person. Alternatively, it is possible for a student to have a Hopkins advisor, work with a Hopkins PI but also work with a co-PI in-country (3 people)*

- B. All GHFRA recipients must make a poster presentation at the Global Health Experience Fair (April of each year).
- C. Recipients must compose a brief (500-1000 words) personal narrative that reflects their personal experience in a developing country. Guidelines are posted on the CGH website.
- D. Recipients are also asked to provide at least five digital photographs of their time abroad for future use in promotional and fund raising materials.
- E. Completion of Post-Program Evaluation Survey
- F. One Hi-Res headshot of participant
- G. Travel must occur within one year of funding and while matriculated at Johns Hopkins University and recipients must return in time to participate in Global Health Day.
- H. Enroll and pass the 1-credit online course entitled International Travel Preparation, Safety & Wellness (220.600.81) offered through the Department of International Health at JHSPH during either 3rd or 4th term of 2016.

V. Projects

- A. Overview. Students must first identify a project. Most applicants identify a researcher willing to include them within one of their existing research programs. The researcher must be a Hopkins faculty member who may be working with an investigator at another institution overseas. Students are encouraged to undertake meaningful projects that may be completed in their relatively brief period of travel. By definition dissertation work must be conducted under the leadership of a Hopkins faculty member.

IRB Approval. Applicants planning to undertake a research project that involves human subjects research activities, including interviews, must have approval from the Institutional Review Board associated with the project. Such approval must come from a Hopkins IRB (Homewood, Bloomberg SPH, or SOM). The approval must indicate that either: 1) your research is exempt or 2) your work or involvement in a faculty member's work has been approved. Because IRB approvals are time consuming and/or may be difficult to obtain, applicants are encouraged to plan very carefully. Applicants proposing new activities in an existing protocol or *de novo* research may find that they will not receive IRB approval in time to be funded. Evidence of IRB approval must be provided immediately after the applicant is selected for funding. Generally the student must be named in the official IRB document submitted. Applicants who are unable to provide such evidence will forfeit their funding and it will be awarded to another applicant. Applicants are encouraged to review the monograph: "Navigating the JHSPH Institutional Review Board (IRB) A Primer for Students and Postdoctoral Fellows" which may be found on the School of Public Health IRB (PHIRST) web site:

http://phirst.jhsph.edu/sph/Doc/0/NFSRDIA8S6GKHDDCJ8H0J5CQ86/Student%20Manual_V7_07May09_Final.pdf

- Additional information may be found on the following IRB websites:
- Homewood Institutional Review Board: (<http://web.jhu.edu/Homewood-IRB>)
- JHSPH Institutional Review Board: (<http://phirst.jhsph.edu/sph>)
- JHSOM Institutional Review Board: (<http://irb.jhmi.edu/>)
- Human Subject Decision Charts:
<http://www.hhs.gov/ohrp/humansubjects/guidance/decisioncharts.htm>

VI. Application

Each applicant must submit the following by the due date:

- A. An electronic copy of their completed and signed Application/Commitment Form. **The form must be signed by both the student and their faculty advisor***.
- B. An electronic copy of the Project Narrative. Narratives must be in the following format (a template can be downloaded on the GHFRA website):

Project Title: _____
Location (City/Country) of the Project: _____
Approximate overseas travel times for this project: From: _____ To: _____
Global Health Field Research Award Advisor/Mentor: _____

- I. Abstract (Max. 250 words)
- II. Background
- III. Objectives
- IV. Methods
- V. Institutional Support (Please describe your faculty support both at Hopkins and in the field)
- VI. Timeline (detailed)
- VII. IRB brief (Please describe in a few sentences the current status of an IRB approval for your project including the anticipated date of final IRB approval).
- VIII. Bibliography/References

Please be sure to place your name in the header so that it appears on all pages.

Note: Application narratives should be no more than 7 double-spaced pages exclusive of the bibliography/references. Long applications may be rejected.

- C. Two signed recommendations. One must be from the primary faculty advisor for the research project*. The other can be from another faculty member or other person in a position to speak to the applicant's qualifications.
- D. Signed In-Country Host letter
- E. Academic transcript

Items A, B, and E must be uploaded on the Center for Global Health website. Electronic copies of signed recommendations and host files should be submitted to Nina Martin | nina.martin@jhu.edu

*** A Note about Signatures**

It is recognized that in some cases applicants' advisors, in-country hosts and those giving recommendations may be unavailable to provide actual signatures on hard copies. To overcome this difficulty, these people may do the following:

- Print the completed commitment form and/or recommendation form, sign, digitally scan, and then e-mail to the GHFRA program. **OR**,
- Print the completed commitment form and/or recommendation form, sign, and then deliver it to the GHFRA program, the CGH Offices. **OR**,
- Complete the recommendation form in Word and save. E-mail the completed (but unsigned) form to the GHFRA program at the address listed above from the advisor's email account (not the applicants').

In regards to the Application/Commitment form, if the advisor is not available to sign the hard-copy application, they can do the following:

Paste the text below into an e-mail sent from the advisor's email account (not the applicants').

To: Johns Hopkins Global Health Field Research Award Program
Re: Faculty Advisor Commitments
I, _____ am the faculty advisor for _____. As such I agree:

- To assist the applicant in carrying out the proposed research plan.
- To ensure that any and all IRB amendments for this research are submitted and approved
- To assist the applicant in preparing a research report within three months of the return from the field experience.
- To notify GHFRA administration if for any reason I am no longer able to support the applicant's project.

VI. Budget

Applicants must include in the application form a budget showing the total amount requested (up to \$3,500) and listing by broad categories how the total is to be spent.

- **Note:** *International students:* Please be advised that the \$3,500 award may be taxable and a portion of the award could be withheld upon disbursement.

VII. Application Deadline and Delivery

- Due date: **March 01, 2017**
- Required electronic copies of materials should be submitted via e-mail no later than 11:59 PM (EST) on the due date.
- Materials and recommendations from advisors and in-country hosts must be received on the due date.
- Applications without advisor commitments and two recommendations are considered incomplete and will be returned without scores.
- Applications are to be uploaded online; recommendations and host letters delivered to Nina Martin | nina.martin@jhu.edu

VIII. Review of Applications

Applications received under the GHFRA program will be reviewed by faculty/trained public health professionals at the university. The grading system is as follows:

| | |
|---|------------------|
| 1. Educational Background | 5 Points |
| 2. Previous International Research Opportunities | 5 Points |
| 3. Research Plan | 30 Points |
| Background - | 5 Points |
| Objectives - | 5 Points |
| Methods - | 10 Points |
| Institutional Support - | 5 Points |
| Timeline - | 5 Points |
| 4. Recommendations | 5 Points |

IX. Notification

Every effort will be made to review applications quickly and inform applicants of outcome. We hope that this may be done within four weeks of the deadline. However, application loads can be high and could affect this timing.

X. Suggestions

The following suggestions are made concerning applying and preparing for a possible award.

- 1) Review eligibility criteria carefully to be sure you are eligible to apply. In particular, applicants are advised not to apply for support if it appears that timely IRB approval is not likely.
- 2) Students who have applied for other funding may apply for a Global Health Field Research Award, but must provide the details of the other application in the application form. Applicants who receive both GHFRA funding and funding from another program will have to choose which funding stream to accept.
- 3) Personal Statements (Item **1.6** on the application form) and the Abstract (Item I on the narrative) should be limited to approximately 250 words; this translates to about one-half page of text. Therefore applicants will need to carefully compose these sections to be sure the points are covered in relatively few words.
- 4) Applicants are also urged to be cautious in the composition of the other parts of the narrative. It is important to ensure that all significant points are covered while also being mindful of the length of the narrative. Reviewers must be able to come away with a clear understanding of your project.

- 5) Program reviewers recognize that students usually work overseas within the context of an existing project. However, it is important to clearly describe what the applicant's specific project activities will be within the context of the advisor's project.
- 6) Applicants are urged to be sure that their project and detailed travel timelines are comprehensive and that they are consistent with the work to be done.
- 7) Keep in mind that incomplete applications **will not** be reviewed. Therefore applicants are urged to follow up with advisors in-country hosts and those giving recommendations before the application due date to be sure that all recommendations and advisor materials will be submitted on time.

XI. Questions about the program may be addressed to:

Nina Martin, MSPH

Program Coordinator

Voice: (410) 502-9871

E-Mail: nina.martin@jhu.edu