

# Public Health Alliance for Genomic Epidemiology



Robert Sobukwe Rd, Bellville, Cape Town, 7530, South Africa

## **SUB-GRANTS PROMOTING SUSTAINABLE DEVELOPMENT IN ETHICS AND DATA SHARING TO SUPPORT PUBLIC HEALTH (REFERENCE: PHA4GE/2021-02)**

Public Health Alliance for Genomic Epidemiology (PHA4GE) ([www.pha4ge.org](http://www.pha4ge.org)) is a global consortium established in 2019, to ensure a rapid global genomic-driven public health response to disease outbreaks. Our community includes partners and stakeholders such as funders, public health organizations at international, regional and national levels; and non-specialist individuals across the world. The consortium has Working Groups, that are made up of representative individuals, from the growing list of over 30 partner organizations. These Working Groups drive various activities to fulfil the consortium's mission. Our mission is to establish global consensus on data standards, document and share best practices, improve the availability of critical bioinformatic tools and resources and advocate for greater openness, interoperability, accessibility and reproducibility in public health bioinformatics.

### **Application for small grants: Ethics and Data Sharing Projects**

#### **1. Information about the grant**

##### **1.1. Background to the PHA4GE Ethics and Data Sharing Working Group**

The PHA4GE Ethics and Data-Sharing Working Group aims to establish, facilitate and support an inclusive, diverse, equitable and collaborative ethics community that can promote ethics research, develop ethics training and increase capacity for informed, practical and agile solutions to high priority ethics and data sharing issues.

The PHA4GE Ethics Working Group hosts an online Ethics and Data Sharing Platform to encourage conversations and collaborations between ethicists and other researchers with an interest in research ethics, data governance and related topics. The platform provides a forum for discussion; Q&A for sharing questions, solutions and guidance; collaborations and other activities, all aimed at gaining insights and solutions into ethical issues in research. Through this forum the ethics and genomic epidemiology community will support new research, address current issues, and train the next generation of ethicists and researchers by actively supporting and including young researchers in platform activities. The PHA4GE Ethics Platform is intended to be a safe, respectful, collegial, inclusive and equitable space that advances ethics research and nurtures researchers from a wide variety of different professional backgrounds and career stages.

The PHA4GE Ethics and Data Sharing Working Group Terms of Reference can be found at <https://ethics-datasharing.pha4ge.org/> under the Ethics & Data Sharing tab at the top of the page.

## 1.2. The funding

This funding is available for small grants to complete projects initiated and conducted on the PHA4GE Ethics and Data Sharing Platform (<https://ethics-datasharing.pha4ge.org/>). All proposed projects must respect current COVID-19 safety protocols.

The total amount available for this programme is USD 50 000. **The maximum amount that may be requested for a project is USD 5000**, and this must include an open access publication fee.

The PHA4GE and the Ethics and Data Sharing WG reserve the right to not disburse the full amount, and close the call once funding has been disbursed to successful applications.

## 1.3. Types of projects to be funded:

The projects **MUST** be initiated on the PHA4GE Ethics and Data Sharing Platform and the project collaborative progress and ongoing discussions and communications will be assessed on the platform before disbursing payments.

Examples of successful types of projects might include, but are not limited to:

- Writing systematic reviews or scoping papers
- Building frameworks or guidelines for ethical and data sharing challenges
- Running an online workshop which develops guidelines, publications, tools
- Running a survey and analysing the results
- Building tools that support ethics and data sharing
- Designing and implementing a training workshop (online, due to COVID-19 restrictions)
- Developing a curriculum for ethics/data sharing training

## 1.4. Disbursement of funds for successful applications:

The funding will be disbursed on completion of the project, as approved by the PHA4GE Ethics and Data Sharing Working Group, except where consumable and operational costs are required to undertake the project in which case this amount will be provided on award, with the remainder provided on completion of the project.

All projects funded must provide for assessment a submission-ready manuscript to the PHA4GE Ethics and Data Sharing WG with supporting materials where appropriate by **1 September 2021**.

A short (~500 words) monthly update on progress must be provided on the platform project thread by the end of each calendar month.

## 1.5. Expected outcomes:

The funded project must result in a peer-reviewed publication of sufficient quality to be published in a reputable Open Access peer-reviewed journal indexed in PubMed.

Any tools or research outputs generated as part of the project must be made openly available in a suitable online repository and via the PHA4GE Ethics and Data Sharing platform (e.g. GitHub, Figshare).

At the end of the funding period, a short final written report will be required from awardees, which will describe challenges and successes of the project and the experience of using the PHA4GE Ethics and Data Sharing platform to conduct the project. A template will be provided for this report when it is required.

## **2. Application process:**

### **2.1. Register on the PHA4GE Ethics and Data Sharing platform**

All applicants and co-Applicants must be registered members/users of the PHA4GE Ethics and Data Sharing platform (<https://ethics-datasharing.pha4ge.org/>)

### **2.2. Upload the proposed project on the PHA4GE Ethics and Data Sharing platform**

The project must be uploaded and proposed on the website in the appropriate section, by starting a “**New Conversation**” in the **Ethics and Data sharing** section of the website (<https://ethics-datasharing.pha4ge.org/c/ethics-datasharing/6>), and include all co-applicants as active members.

Even where funding applications may not be successful, we encourage applicants to continue to pursue these projects on the platform, and work can also be started whilst waiting for outcomes of the application.

### **2.3. Complete the Project Proposal Outline**

The applicants must provide a completed project proposal template found at <https://ethics-datasharing.pha4ge.org/> under the Documents tab.

### **2.4. Provide a plan for the final publication**

- The applicants must provide a completed publication proposal plan found at <https://ethics-datasharing.pha4ge.org/> under the Documents tab
- In addition it will be advantageous to provide a skeleton outline/manuscript for the proposed publication, describing the types of information that will go in each section, and recognising that this may evolve whilst the study is ongoing.

### **2.5. Review Process:**

Applications will be reviewed on the following dates:

- 15 April 2021
- 28 April 2021
- 12 May 2021
- 26 May 2021

**Applicants should note that once the maximum amount of USD 50 000 has been committed to projects, the call will close, so earlier applications will stand a better chance of success.**

Each application will be independently reviewed by three appropriately qualified reviewers, selected from within the PHA4GE Ethics and Data Sharing WG as well as outside reviewers who will be invited as appropriate. The PHA4GE Ethics and Data Sharing WG will convene to discuss each reviewed application.

Applications without the appropriate supporting documents, and those not initiated on the PHA4GE Ethics and Data Sharing platform will not be considered.

**Characteristics that will be assessed will include:**

- Originality
- Usefulness/relevance to the research community
- Relevance to the PHA4GE and the Ethics and Data Sharing WG mission
- Feasibility, in the given time frame
- Evidence of clear organisation, leadership and likelihood of success

**3. Additional information:**

Please fill the following form to submit with your application, and submit the final application by email to [ethics-subgrants@pha4ge.org](mailto:ethics-subgrants@pha4ge.org)

**Must include, as a single pdf attachment:**

1. Application form (below)
2. Project proposal using template <https://drive.google.com/file/d/1n9yIiNdGXvhEFETLqj85I-nsA1jFnxDk/view?usp=sharing>
3. Manuscript proposal using provided template [https://drive.google.com/file/d/1sV477QcLIy\\_0n2EQUIDG-RiHa8s\\_ck/view](https://drive.google.com/file/d/1sV477QcLIy_0n2EQUIDG-RiHa8s_ck/view)
4. Manuscript outline – optional but advantageous

If the application for funding is successful, applicants will be requested to upload the project proposal and manuscript proposal to their project on the PHA4GE Ethics and Data Sharing platform.

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### 4. Application form:

#### 4.1. Applicants:

	Name	Institution	Email Address and telephone number
Main Applicant:			
Co-Applicants:			

#### 4.2. Managing Institution

Should the application be successful, the managing institution commits to:

- Receiving the funding from the University of the Western Cape
- Disbursing the funds to the appropriate recipients in full, according to the approved budget.
- The managing institution will not deduct any amounts such as overheads, additional costs, or other deductions.
- The managing institution will arrange payment of Open Access charges on submission of the approved manuscript for publication.

Managing Institution:	
Responsible Person:	
Role of Responsible Person:	
Signature of Responsible Person:	
Date of Signature:	

#### 4.3. Overview of proposed project [max 500 words]

Describe the overall goal and objectives for your proposed project, including how this aligns with the goals and objectives of the PHA4GE Consortium and/or the PHA4GE Ethics and Data Sharing Working Group

**4.4. URL Link to the proposed project on the PHA4GE Ethics and Data Sharing Platform**

**4.5. Proposed deliverables [max 150 words]**

Describe the proposed deliverables for your project include the manuscript you intend to publish (required deliverable)

**4.6. Proposed budget**

Please provide a detailed budget within the following categories, as appropriate (one or both categories may be used)

**Consumables:**

Item	Cost	Justification
<b>Total:</b>		

**People:**

Named person	Cost	Contribution
<b>Total:</b>		

**4.7. Declaration by applicants**

- We declare that all the information provided in this application and accompanying documents is true to the best of our knowledge
- We declare that the project we propose is our own novel proposal and original work, we understand that plagiarism will be sanctioned should it occur.

	<b>Name</b>	<b>Signature</b>	<b>Date</b>
<b>Main Applicant:</b>			
<b>Co-Applicants:</b>			