****

**Enabling Innovation Grant**

**National Innovation Challenge (NIC) on Active and Confident Ageing**

PROJECT ABSTRACT SUBMISSION TEMPLATE

Nov 2016

2016

Organised by:  
**Ministry of Health Singapore (MOH)**

Supported by:

**National Research Foundation (NRF)**

**Ministry of Social and Family Development (MSF)**

**Agency for Integrated Care (AIC)**

Authority of Singapore (IDA)

# ImportanT notes to pROJECT teams

1. Capitalized expressions used without definition shall have the meanings assigned to them in the Public Document for the Enabling Innovation Grant and its Annexes unless otherwise expressly stated.
2. For the avoidance of doubt, all Project Teams are assumed to have fully read and understood the Public Document for the Enabling Innovation Grant and the important notices set out in its Annexes.
3. The Lead should submit the Project Abstract on behalf of the Project Team, duly completed using this template as follows:
   1. The Declaration Form in Part I must be signed by the authorised representatives of each and every Institution and Collaborator.
   2. Part II shall be completed with the relevant information of each and every Institution, Investigator and Collaborator, and the Lead shall consolidate and submit all the information on behalf of the Project Team.
   3. Part III shall be completed and submitted by the Lead on behalf of the Project Team. Part III should not exceed **five (5) pages**.
   4. Other supporting details
4. Leads shall submit **two (2)** hard copies of the Project Abstract and any supporting documents to Grantor by **23 January 2017, 5:00pm** to the following address:

National Innovation Challenge (NIC) on Active and Confident Ageing Programme Office

Ministry of Health

College of Medicine Building (COMB)

16 College Road Singapore 169854

1. Leads shall also email soft copies of the Project Abstract and any supporting documents to Grantor at [NIC\_Ageing@moh.gov.sg](mailto:NIC_Ageing@moh.gov.sg), with the subject title “Project Abstract for Enabling Innovation Grant”.
2. Leads shall ensure that the Project Abstract addresses the challenge statement set out in Clause 4.2 of the Enabling Innovation Grant Public Document.
3. Project Teams shall furnish all necessary information and documents as indicated in the template. All assumptions used should be stated clearly in the Project Abstract.
4. The following submissions of the Project Abstract will not be considered:
   1. Incomplete submissions of the Project Abstract, e.g. missing evidence of literature review, missing documents, missing signatures, sections left blank etc.; and
   2. Inappropriate template used.
5. Shortlisted eligible Project Teams will be asked to flesh out their Research in greater detail.
6. The Grantor reserves the right to reject Project Abstracts which have been submitted after the deadline indicated above.
7. Enquiries regarding submissions of the Project Abstract should be emailed to [NIC\_Ageing@moh.gov.sg](mailto:NICAgeing@moh.gov.sg).

# PART I – DECLARATION FORM

1. We have read and understood the requirements and notices in the Public Document for the Enabling Innovation Grant and its Annexes issued by Grantor on [date] November 2016 and this Project Abstract is submitted in response thereto.

2. We acknowledge that the submission of this Project Abstract does not impose any obligations on or constitute the acceptance of any terms and conditions by the Grantor.

3. You are entitled to reject our Project Abstract if it is inconsistent with or it contradicts or derogates from anything in the Public Document for the Enabling Innovation Grant and/or its Annexes.

4. We hereby declare that all the information submitted in this Project Abstract is accurate, true and complete.

5. We further undertake to give you any further information which you may require.

6. Our Lead represents and warrants that he/she is the duly authorized Lead of the Project Team and that he/she has the necessary authorization and approvals to submit this Project Abstract on behalf of the Project Team.

|  |
| --- |
| **Lead Principal Investigator** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Lead Principal Investigator |

|  |
| --- |
| **Co-Investigators/Institutions**  *Note: Please add rows as necessary.* |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Co-Investigator/Institution’s authorised  representative |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Co-Investigator/Institution’s authorised  representative |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Co-Investigator/Institution’s authorised  representative |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Co-Investigator/Institution’s authorised  representative |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Institution’s authorised ***(Implementation Partner)***  representative |

|  |
| --- |
| **Collaborators**  *Note: Please add rows as necessary.* |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Collaborator/Collaborator’s authorised  Representative\*  *\*deletes as appropriate* |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Collaborator/Collaborator’s authorised  Representative\*  *\*deletes as appropriate* |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name, Designation and Company, Official Stamp and Date  Signature of Collaborator/Collaborator’s authorised  Representative\*  *\*deletes as appropriate* |

# PART II – PROJECT team INFORMATION

1. **Host Institution**

Please furnish details of the Host Institution. The Grantor will correspond with the Host Institution for the administration and management of the Grant.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Liaison Person |  | | |
| Host Institution |  | | |
| Designation & Department |  | | |
| DID |  | Fax |  |
| Mobile No. |  | Email |  |

1. **Contact Details of Lead**

Please furnish the details of the Lead for future correspondence with the Grantor. The Grantor will correspond with the Lead for the administration and management of the Grant.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Institution |  | | |
| Designation & Department |  | | |
| DID |  | Fax |  |
| Mobile No. |  | Email |  |

1. **Project Team Composition**

Please furnish the details of each Institution, Investigator and Collaborator who will be contributing towards the design and implementation of the Research.

*Note: Please add more rows as necessary.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Institution** | **Name of Investigator** | **Role of Investigator** | **Main contribution(s) in Research e.g. redesign of processes, oversight for financial sustainability etc.** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| **S/N** | **Name of Implementation Partner** | | **Role and Main contribution(s) in Research e.g. redesign of processes, oversight for financial sustainability etc.** | |
| 3 |  |  |  | |
| **S/N** | **Name of Collaborator** | | **Role and Main contribution(s) in Research e.g. redesign of processes, oversight for financial sustainability etc.** | |
| 4 |  |  |  | |

# PART III – PROJECT ABSTRACt

Information provided in this section must be self-contained so that it can serve as a complete, succinct and accurate description of the Research. This section must be no longer than **5 pages**. References and other supporting documents may be attached as an annex to this Project Abstract and will not count towards the page limit.

* 1. Objective(s) of the Research

|  |
| --- |
| *<< Provide an overview of the objective of the Research and how the Research intends to overcome the challenges with the effectiveness or costs of assistive devices or models of assessment for assistive devices.>>* |

* 1. Literature Review (Institutions are to note that this sub-section is a mandatory requirement)

*<< Provide a summary of supporting evidence from literature for the intended objective(s) of the Research and the evidence/basis for Research. >>*

* 1. Key Components and Innovations of the Research

|  |
| --- |
| *<< Describe the key components and innovations of the Research.>>* |

* 1. How the Research addresses the challenge statement

|  |
| --- |
| **This Research seeks to address the challenge statement by looking at <<insert type of assistive device>> or model of assessment for <<insert type of assistive device>>. Delete where appropriate.**  *<<Describe how the proposed innovation can achieve step improvements from baseline measurements in effectiveness and / or cost to enable seniors to age autonomously despite their disability.>>* |

* 1. Summary of Research implementation as well as timelines and milestones

|  |
| --- |
| *<<Describe how the Project Team will work together on the development and implementation of their proposed solutions, and include a schedule of the dates for the major Milestones and deliverables. How will the Project Team ensure long-term scalability of the proposed solutions to other users after the funding period (i.e. within 36 months, or such other period, from the time of award of the Grant).>>* |

* 1. Summary of Project Evaluation Framework and Key Performance Indicators (KPIs) to track

|  |
| --- |
| *<<Describe how the Project Team intends to evaluate the progress of the Research and the KPIs to be tracked. Project Teams should state whether they would like to track (i) effectiveness or (ii) costs. The KPI on usability is mandatory. State any assumptions used to qualify the proposed deliverables and outcomes outlined. Also include any conditions needed in order to ensure the success of the Research.>>* |