



**CENTRE HOSPITALIER UNIVERSITAIRE DE KIGALI**  
**UNIVERSITY TEACHING HOSPITAL OF KIGALI**

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**Call for research proposals for CHUK small research grants February 2024.**

*Deadline for application: February 23<sup>rd</sup>, 2024 at 23h59 Kigali time (GMT+2)*

**BACKGROUND**

The University Teaching Hospital of Kigali also known as “Centre Hospitalier Universitaire de Kigali” (CHUK) is a noncommercial public institution established by the Presidential Order N° 029/01 of 06/05/2022. It is located in the City of Kigali, the Capital of the Republic of Rwanda. It serves as a major national public referral hospital, a clinical teaching site for training of healthcare professionals and a center for research on health-related matters according to its mission. CHUK has the responsibility to scientifically document and avail qualitative and quantitative data about care provided to most of the Rwandan population in its catchment area estimated at almost 50% of the Rwandan population, in order to inform and/or inspire policy development. To respond to this research needs, CHUK plans a research budget for small research grants every fiscal year. These small research grants are meant to support the efforts to create strong and sustainable healthcare and education systems at CHUK and in the community and are awarded to CHUK staff to engage in impactful research projects to address existing challenges. Research projects addressing challenges identified in the major priority areas described below are encouraged.

**ELIGIBILITY:**

- 1) Applicants must be employees of CHUK and must demonstrate interest and commitment to promote and support innovative change.
- 2) The Principal Investigator or the co-Principal Investigator must be a holder of a Master’s or higher degree in any field.
- 3) The Principal Investigator should not have an ongoing research project funded through the CHUK small research grant scheme.
- 4) Multidisciplinary collaboration teams are encouraged and preferred.

**ETHICS REVIEW AND APPROVAL**

Applicants can submit research proposals that are not reviewed and approved by the Ethical Committee. However, all selected proposals shall be subjected to ethical review and **MUST** get ethics clearance before the projects begin.



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## **DURATION**

The research grant is expected to be conducted in one year, during which the research team will collect and analyze data and write the research report.

## **EXPECTED DELIVERABLES FOR THE GRANTEES**

- A scientific report in form of publishable manuscript, before submission for publication.
- Evidence of submission of the manuscript to the respected journal (All journals that are not considered to be predators are accepted; please refer to the following link about predatory journals and publishers: [www.beallslist.net](http://www.beallslist.net)). Evidence of acceptance for publication from a respected journal will be an added value. Once the findings are published, the investigators should report the publication(s) to the Research Directorate office.
- Evidence of presentation of the paper(s) generated from the funded research to local and/or international conferences where feasible.
- At least one policy brief and documentation for local dissemination of research findings.

## **CALL FOR RESEARCH PROPOSALS**

CHUK therefore, calls for publication-oriented research proposals for research grants (not exceeding 10,000,000 Rwandan Francs) in the following priority area:

1. Projects aiming at improving patient care and outcomes using cost-effective, self-sustainable and innovative models.
2. Project aiming at addressing the issues related the hospital Infection Prevention and Control
3. Projects aiming at improving resource management.





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## RESEARCH PROPOSAL REQUIREMENTS

**Note: Proposals not complying with the following format will not be considered for evaluation.**

The research proposals MUST have all the following sections and components. Any component that may be not relevant for the proposal shall be marked N/A (Non-Applicable):

### Section A

Application letter addressed to the Director General of CHUK

### Section B

- 1) Title (50 words maximum)
- 2) Background and problem statement (2000 words maximum)
- 3) Conceptual framework for the research and its significance to the problem being addressed (1000 words maximum)
- 4) Research question (s) or hypothesis(es) to be tested (300 words maximum)
- 5) Study objectives (300 words maximum)
- 6) Methodology (2000 words maximum) including:
  - a. Study area and population
  - b. Study Design
  - c. Data collection methods/techniques
  - d. Sampling Design
  - e. Sample size
  - f. Inclusion & exclusion criteria
  - g. Study Variables
- 7) Ethical considerations and a plan for ethics approval (500 words maximum)
- 8) Policy implications (600 words maximum)
- 9) Proposed Budget
- 10) Research Project Timeline
- 11) Plan for dissemination of results including suggested target audience

### Section C

- Brief biography of the applicant and his/her research team.
- Statement of why the applicant is interested in the grant.

The proposal should not exceed 7000 words (excluding Budget, Work plan, dissemination plan and attachments). The proposals will be reviewed by the Research Committee of CHUK. The review team may co-opt additional member depending on expertise required.

The proposals with higher likelihood of impacting positive change in any of the priority area will be given highest consideration.

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## SELECTION CRITERIA

Please see the *Appendix 2* for your information

## SUBMISSION DATE AND NOTIFICATION ON OUTCOME

*This call will automatically close on February 23<sup>rd</sup>, 2024 at 23h59 Kigali time (GMT+2)*

The applicants should submit their applications electronically through the following link: [www.chuk.rw/research](http://www.chuk.rw/research) and, after creating an account and login in, open the tab “CHUK SMALL RESEARCH GRANTS SUBMISSION PAGE”.

Only successful applicants will be notified and any applicant that will not be notified after one month of the stipulated deadline should consider his or her application unsuccessful.

Unsuccessful applicants may contact the research directorate if they need to have feedback on their submissions.

## CONTACT PERSONS

Further inquiry should be sent to:

- 1) Assoc. Prof. Belson Rugwizangoga  
Acting Director of Research, CHUK  
Division of Clinical Education and Research  
E-mails: [belson.rugwizangoga@chuk.rw](mailto:belson.rugwizangoga@chuk.rw) ; [belson777@gmail.com](mailto:belson777@gmail.com)  
Tel: +250788546597
- 2) Emmanuel Munyaneza  
Nursing and Midwifery Students coordination Officer  
Division of Clinical Education and Research  
E-mail: [emamunyaneza@gmail.com](mailto:emamunyaneza@gmail.com)  
Tel: +250788213765

Done in Kigali, 20 December 2023

  
**Dr. MPUNGA Tharcisse**  
Director General of CHUK





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**Appendix 1: Template to be used to write the CV (*maximum 2 pages*)**

1. **Higher Education Degrees:**
2. **Doctoral Degree:** qualification, Topic, awarding University, supervisors
3. **Specialist Certification:**
4. **Current Position:** Dates, position
5. **Peer-reviewed publications**
6. **Current research projects**
7. **Other Information** (put all those other things you have done, including conferences, higher level consultancies)

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## Appendix 2: Assessment points for proposals (for your information)

Name of PI: \_\_\_\_\_  
PI's Division \_\_\_\_\_  
PI's Directorate \_\_\_\_\_  
PI's Department/Service \_\_\_\_\_  
PI's Unit \_\_\_\_\_

### A. ANALYSIS

1. **Project outcomes and potential impact to the hospital:** (Please comment on the relevance in line with the hospital priorities, impact to the hospital and community development, and potential for policy influence. Please also comment on the scale, leverage and importance of potential positive impact of deliverables and outcomes):  
\_\_\_\_\_
2. **Innovation brought by the project:** (Please comment on the innovative approach proposed to mitigate the identified hospital or community challenge):  
*(NB: It is not necessary to evaluate other aspects if not satisfied on questions 1 and 2)*  
\_\_\_\_\_
3. **Project title:** (please comment on the suitability of the title in relation to the objectives, research problems and methodology):  
\_\_\_\_\_
4. **Principal Investigator (PI)** (please comment on the ability of the PI to steer the research team and provide mentorship to junior staff members of the team):  
\_\_\_\_\_
5. **Research team** (please comment on the role of each researcher and the capacity of the team to carry out this project, whether the team includes junior staff and students):  
\_\_\_\_\_
6. **Rationale:** (Please comment on relevance, originality, scientific contribution, etc..., all these compared to existing literature):  
\_\_\_\_\_
7. **Objectives** (Please comment on scientific relevance, originality, scientific contribution, contribution to new knowledge or practice etc.....):  
\_\_\_\_\_
8. **Methodology** (Please comment on accuracy and relevance of the study design, sampling *-selection, size, technique....* choice of the study site *-s-*, data collection procedures, data processing and analysis, ethical Considerations *-if applicable-*, etc.....); **Feasibility** (Please comment on the coherence and effectiveness of the workplan to meet objectives on time, and please comment on potential to be implemented smoothly with identified resources):  
\_\_\_\_\_
9. **Provisional budget** (relation between planned activities and the amount requested, relevance of planned activities, adequacy of item costing. Usual main budget heading (not always all required): office supplies, equipment and/or payment for laboratory tests *-if applicable-* field work fees *-travel, meals & accommodation, training of research assistants/surveyors/technicians & alike, etc...-*, payment for researchers and assistants/surveyors/technicians & alike, data processing and analysis, any other item relevant for the project *-if justifiable:*  
\_\_\_\_\_

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**B. OVERALL ASSESSMENT:**

a. Please put  $\surd$  against which you consider appropriate, where 0 represents “extremely poor”, 1 “poor”, 2 “satisfactory”, 3 “good”, 4 “very good”, and 5 “outstanding”:

S/N	Item	Score					
		0	1	2	3	4	5
1	Project Outcomes						
2	Innovation						
3	Title						
4	The ability of the PI to steer the re- search team and provide mentorship to junior staff members of the team						
5	Suitability and composition of Re- search team (profiles in terms of dis- ciplines and inclusion of junior staff and students)						
6	Rationale						
7	Objectives						
8	Methodology						
9	Feasibility						
10	Provisional Budget						
	<b>TOTAL</b>						____/60

b. Overall performance (maximum 60) in %:  $\text{score}/60 \times 100 =$  \_\_\_\_\_

**C. RECOMMENDATION and SUMMARY:**

Please choose one option you consider appropriate

- a. Accepted
- b. Accepted with corrections detailed below
- c. Rejected

Please write a summary of recommended corrections in view of (b) above.

ASSESSOR: Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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