

National Medical Research Council

nGager Training and User Guide (Budget Revision)

Version 3.0

Table of Contents

1.1 Budget Revision Guide	3
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1.2 Accessing your application	3
1.3 Revising budget and other required information	3
1.3.1 Abstract	4
1.3.2 Budget	5
1.3.3 Milestones (Human Subject Recruitment Projection)	7
1.4 Submit Revision	7

1.1 Budget Revision Guide

1.2 Accessing your application

Log onto nGager.

There are a couple of ways to access an application that requires budget revision.

1. On your home page, you should be able to see a screen similar to the following: The status of your application should be 'Pending Clarification' or 'Pending Revision'. Click on the respective status (Pending Clarification) in this example.

An and a second and a second a	8		2	Singapore Government Integrity • Service • Excellence
Active Grant Calls Winns W Projects Anouncement Welcone to nGager - the NMRC Grant Aggle calion and Grant Evaluation for Research system. Its designated for researchers and grant managers who are involved in NMRC grant. Boyari the nGager information and User Guides webgage at http://www.mmc.gov.sg/content/nmc.jnteinef/homeingager.html if you may proceed to that webpage to download them. This system is best viewed using Macalia Friedro or internet Explore. Do also enable pop-ups in your browset.	MINISTRY OF HEALTH	PT 001 Pua 📾 Erit Drofila 💌 Longuit		Contact Feedback
Announcement Welcome to nGager - the NMRC Grant Application and Grant Evaluation for Research system. The system is designated for researchers and grant managers who are invoked in NMRC grants. Do viait the nGager information and User Guides webgage at http://www.mmc.gov.sgicontent/immc_internet/home/hgager.html if you require any assistance with nGager if you have difficulty downloading any of the attachments for the November 2012 Grant Calls in the system, you may proceed to that webpage to download them. This system is best viewed using Mozilla Frefox of Internet Explorer. Do also enable pop-ups in your browser.	NMRG Assessed Council	Home Active Grant Calls My Items My Projects		
	Announcement Welcome to nGager - the NMRC Grant Application and Grant are invoked in NMRC grants. Do visit the nGager Information : require any assistance with nGager. If you have difficulty down to that webgage to download them. This system is best views	LEvaluation for Research system. The system is designated for researchers and grant managers who and User Guides webpage at http://www.mmc.gov.ag/content/inmc_internet/home/ngager.html if you nolading gavy of the attachments for the November 2012 Grant Calls in the system, you may proceed during Mozilla Friedro or Internet Explorer. Do sido enable popuge in your torower.	⊆ ⊡ Items Pend G 🍐 Grant A Pendin © Project Ken	ing For Your Action (1) pplications (1) g Clarification (1) ns Pending for your Actions
Privacy Statement Terms of Use Bast Viewalthing Internet Experiment	Privacy Statement Terms of Use			Ministry of Health, Singapore, 2012 Best viewed using Internet Explorer 8.

2. You can also access your application by clicking on '**My Items – Grant Applications'**. You should be able to see a list of your applications. It is easiest to search for your application by

its' application ID or application Title. Click on the **'Edit'** icon to the left of your application title to open the application.

	nGager	pi_001 Family Name Dome — Activo Gr	Eder ant Code - M	Profile 📕 Logeu ly hours My Proj	e ecta		И	MRC Awarded Pro
	Search By : Application Title, Applicati	on ID: Grant Call: Grant Typ assigned to me	e, Application	Keywords; Status				
5 item(s)								
Application Title		Application.ID	Host Institution	Grant Call	Grant Type	민	Current status	Download Applications
1 08MayA_002		08May_A Grant002		08May_A Grant	NEC Grant Type Without Indirect Cost	pi_001 Family Name	Pending Budget Revision for PI	6
Investigating the eff dysfunction in cell of diabetes mellitus	ect of high glucose levels on mitochondna culture models of Alzheimer's disease and	i BNIG14Jun001		BNG14Jun	Cooperative Basic Research Grant - New Investigator Grant	pi_001 Family Name	Pending Budget Revision for PI	8
1 m m m m m m m m m m m m m m m m m m m	the second se					1.		

1.3 Revising budget and other required information

Upon opening your application, you will view the 'GM Comments' section. Read the GM comments available and follow the instructions given. Following that, you can proceed to the different sections highlighted in blue (Abstract/Budget/Milestones sections) to make revisions to your application (where applicable).

Application									
R Save	Submit Revision	😔 Withdraw Applie	ation 🛛 🥫 Close Windo	v					
General Details	Application	D							Current Status
Ethical Consider	ration CIRG1	3may001							Pending Budget Revision for PI
Abstract*									
Proposal									
Research Team	() Plea	ise provide specific co	mment(s) to the PI, and s	elect the relevant se	ections for the PI t	l to revise (if any)	').		
Budget*	GM Ger	eral Comment:							
Milestones*		200							
Key Performance Indicator	e		General Details Ethical Consideration Abstract						
Other Support D	Details	E	Proposal						
COI/Suggested Reviewers	Section(s) to be revised:	Research Team Budget Milestone						
HI's Comments			Key Performance Indicate Supporting Details	r					
GM's Comments	s		COI/Suggested Reviewer						
Status History									
	A If we	u oncountor onu los	use with this sustam all	ass contact mak	nmro@mob.go				
	O II ye	ou encounter any iss	ues with this system, pi	rase contact mon_	_mmc@mon.go	narað			
F Save	Submit Revision	SWithdraw Applie	ation 🛛 🐻 Close Windo	N					

1.3.1 Abstract

Please provide the Lay abstract if it was not submitted earlier in the application stage. Click 'Save' once done.

Application							
R Save	Submit Revision	SWithdraw Application	G Close Window				
General Details	Applicatio	in ID					Current Status
Ethical Consider	ration	3may001					Pending Budget Revision for PI
Abstract*							
Proposal	Scient	ific Abstract/Short Summa	rry of the Project				
Research Team	🕕 In	no more than 300 words, conci	isely describe the specific aims, hypo	otheses, methodology and a	approach of the research	proposal.	
Budget*	asdf						^
Milestones*							
Key Performance Indicator	e						
Other Support D	etails						
COI/Suggested Reviewers	Lay Ab	stract					
HI's Comments	() In	no more than 200 words, the la	ay abstract is meant for communication	on to the public on your rese	earch idea, aims, and sig	nificance.	
GM's Comments	asdfas	df					*
Status History							

1.3.2 Budget

Please amend the budget according to the respective <u>Panel Comments</u> and <u>Revised Funding</u> <u>Quantums</u>(where applicable). Please project the cashflow in accordance with your proposed start and end dates to assist the NMRC administration in cashflow projection.

Key Performance	Manpower Budget			
Indicator	Please budget for all the manpower required your institution or new staff to be recruited.	uired for the project including part-time person ed. Please use salary scales provided by you	nel and those to be r Host Institution as	shared with other projects. State whether they are existing personnel a reference. The cost should include annual increments. National Servi-
Other Support Details	increment, staff welfare, medical and oth	er related benefits as per the Human Resource	e policies of your He	ost Institution.
COI/Suggested Reviewers	Recommended Budgets To Be Revised			
HI's Comments	In this section, please adjust the budget	t according to the Revised Funding Quantum	and Panel Comment	S.
GM's Comments	Revised Funding Quantum (S\$): S\$ 60,00	00.00		
Status History	Panel Comments: NMRC a	llow 60,000		
	Original Manpower Budget 1 item(s)			
	Staff Category Remarks	Number Required Total Cost (S\$)		
	Responsible for ordering including animals, Research preparation of Assistant/Associate primary cultures	1 60,000.00		A H H
	Revised Manpower Budget 1 item(s)			
	Add Manpower Budget Item			
	Staff Category Existing	g/New Remarks	Number Required	Total Cost (S\$)
		 Responsible for ordering includir. 	1	60.000.00

€**100%** ▼

Please budget for a \$100,000 each, ple	all scientific equipment you need to purchase to carry out the project. Indicate sharing of equipment with other projects, if any, lease indicate the estimated utilization of the equipment (e.g. 70% usage throughout the project period; only 85% usage in the 2	For equipment Ind year for anal
Recommended Bud	dgets To Be Revised	
In this section, ple	lease adjust the budget according to the Revised Funding Quantum and Panel Comments.	
Revised Funding Quant Panel Comments:	ntum (S\$): S\$ 2,000.00 NMRC allow 2,000	
Original Equipment B	3udget 1 item(s)	
Equipment	Quantity Unit Cost (S\$) Equipment Utilisation Rate Total Cost (S\$)	
Set of primary culture		
dissection tools	2 1,000.00 100.00 2,000.00	
Revised Equipment Bu	2 1,000.00 100.00 2,000.00 Budget 1 item(s) Budget tem	
Revised Equipment Build Equipment Build Equipment	2 1,000.00 100.00 2,000.00 Budget 1 item(s) Budget tem Quantity Unit Cost (S\$) Equipment Utilisation Rate (%) Total Cost (S\$)	
Revised Equipment Bt Q Add Equipment Bt Equipment Set of primary culture d tools	2 1,000.00 100.00 2,000.00 Budget 1 item(s) Equipment Utilisation Rate (%) Total Cost (S\$) Guantity Unit Cost (S\$) Equipment Utilisation Rate (%) Total Cost (S\$) dissection 2 1,000.00 100.00 2,000.00	
Revised Equipment Bu @ Add Equipment B Equipment Set of primary culture d tools	2 1,000.00 100.00 2,000.00 Budget 1 item(s) Budget term	

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Training & User Guide v3.0

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In this section, please a	adjust the budget according to the Revised F	Funding Quantum and Panel C	omments.	
Revised Funding Quantum (S	S\$): S\$ 150,000.00			
Panel Comments:	NMRC allow 150,000			
Original Operating Expense	e 4 item(s)			
Category	Item Description	Total Cost (S\$)		
Others (Please Specify)	Maintanence of existing equipment, GST, international courier costs 4 for non-commercial reagents	4,000.00		
0 T I	Conference travel for a			
Revised Operating Expense	e 4 item(s)	12 000 00		
Revised Operating Expense Add Operating Expense Category	e 4 item(s) se Item Item Description	Total Cost (S\$)		
Revised Operating Expense Add Operating Expens Category Others (Please Specify)	e 4 item(s) se Item Item Description • Maintanence of existing equipment	Total Cost (S\$) 4,000.00		
Revised Operating Expense Add Operating Expense Category Others (Please Specify) Overseas Travel	e 4 item(s) se Item Item Description Maintanence of existing equipment Conference travel for a total of 2 tim	Total Cost (S\$) 4,000.00 12,000.00		
Revised Operating Expense Add Operating Expense Category Others (Please Specify) Overseas Travel Others (Please Specify)	e 4 item(s) se Item Item Description Maintanence of existing equipment Conference travel for a total of 2 tim Publication costs	Total Cost (S\$) 4,000.00 12,000.00 12,000.00		
Revised Operating Expense Add Operating Expense Category Others (Please Specify) Overseas Travel Others (Please Specify) Material & Consumables	e 4 item(s) se item Item Description Maintanence of existing equipment Conference travel for a total of 2 tim Publication costs Versase of time-pregnant animals	Total Cost (S\$) 4,000.00 12,000.00 110,000.00 110,000.00		

🚯 Add Cashflow Item 🛛 🙆 F	Remove Cashflow Item					
Budget Category	Financial Quarter Finar	ncial Year	Amount (S\$)			
🔲 🔕 Manpower 👻	Q1 (Apr - Jun) 🔻 2013	3 🔻	70,000.00			
🔲 🔕 Equipment 👻	Q2 (Jul - Sep) 🔻 2013	3 🔻	5,000.00			
📄 🔕 Other Operation Expen 👻	Q3 (Oct - Dec) 💌 2013	3 🔻	138,000.00			
Cashflow Projection Summary	1 item(s)					
Financial Year Mannower	(S\$) Equipment	t (\$\$)	Other Operating	Financial Year		
i manpower	1941 Equipment	<u>c (54</u>)	Expenses (S\$)	Total (S\$)		
0042 (04 04) 70.00		00.00	400,000,00	042 000 00		
2013 (Q1 - Q4) 70,00	00.00 5,00	00.00	138,000.00	213,000.00		
2013 (Q1 - Q4) 70.00 Revised Budget Summary Image: Comparison of the second se	0.00 5,00	00.00 te sure your T	138,000.00 Total Revised Budget a	213,000.00	I Cashflow Projection a	mount.
2013 (Q1 - Q4) 70.00 Revised Budget Summary Please find below your revise PUDCET	0.00 5,00	00.00 te sure your T	138,000.00 Total Revised Budget a	213,000.00	I Cashflow Projection a	mount.
2013 (Q1 - Q4) 70,00 Revised Budget Summary Please find below your revise BUDGET Manouver (FOM) S(5)	00.00 5,00 d budget summary. Make 70.000.00	00.00 te sure your T	138,000.00 Total Revised Budget a	213,000.00	I Cashflow Projection a	mount.
2013 (Q1 - Q4) 70,00 Revised Budget Summary Please find below your revise BUDGET Manpower (EOM) S(\$) Equipment (EOM) S(\$)	00.00 5,00 d budget summary. Make 70,000.00 5,000.00	00.00 te sure your T	138,000.00	213,000.00	I Cashflow Projection a	mount.
2013 (Q1 - Q4) 70,00 Revised Budget Summary Image: Comparison of the second se	0.00 5,00 d budget summary. Mak 70,000.00 5,000.00 2;) S(\$) 138,000.00	00.00	138,000.00	213,000.00	I Cashflow Projection a	mount.
2013 (Q1 - Q4) 70,00 Revised Budget Summary Please find below your revise BUDGET Manpower (EOM) S(S) Equipment (EQPT) S(S) Other Operating Expenses (OOE Total Revised Budget S(S)	00.00 5,00 d budget summary. Make 70,000.00 5,000.00 213,000.00 213,000.00	oo.oo	138,000.00	213,000.00	I Cashflow Projection a	mount.
2013 (Q1 - Q4) 70.00 Revised Budget Summary Image: Comparison of the second se	00.00 5,00 d budget summary. Mak 70,000.00 5,000.00 138,000.00 (+ Indirects of u (+ Indirects of u	e sure your T	138,000.00 Total Revised Budget a	213,000.00	I Cashflow Projection a	mount.

Add your cashflow projection details at the bottom of the page. Your Total Cashflow Projection amount **MUST** tally with your Total Revised Budget amount input earlier.

1.3.3 Milestones (Human Subject Recruitment Projection)

Under the 'Human Subject Recruitment Number Projection' section, please indicate if your study will involve any recruitment of human subjects. Please select 'Yes' or 'No' accordingly. If you have selected 'Yes', please enter your human subject recruitment projection accordingly.

Milestones**	Description Start Month Duration (Months)
Key Performance Indicator	2 12 2 item(s)
Other Support Details	Add Milestones
COI/Suggested	Description Start Month Duration (Months)
	C All experiments for AIM 1 3 9
Hi's Comments	C All experiments for AIM 2 6 18
GM's Comments	
Status History	
	Human Subject Recruitment Number Projection Declaration by Pl Please indicate if your study will involve any recruitment of human subjects : Image: State of the study of the study will involve any recruitment of human subjects :
	Human Subject Recruitment Projection (compulsory for those studies that involve recruitment of human subjects)
	Please project the number of human subjects that are targeted to be recruited in accordance with your proposed start and end dates.
	0 Note that Projection Date should be based on Financial Year/Quarter. i.e Q1=Apr - Jun, Q2=Jul - Sep, Q3=Oct-Dec , Q4 = Jan-Mar
	Human Subject Projection 3 item(s)
	Add Projection Remove Projection
	Financial Year Financial Quarter Targeted Number
	🔲 🔕 2013 🔻 O1 (Apr-Jun) 👻 2
	🔤 🔕 2013 🔻 Q2 (Jul-Sep) 🔻 4
	€,100% ▼

1.4 Submit Revision

Once you have made all your revisions, please submit your revision by clicking the <u><Submit</u> <u>Revision></u> button located at both the top and bottom of the page. Your application will now be routed to your Host Institution's Research Office for endorsement.