

RIE2025 CENTRE GRANT (CG) POST-AWARD ADMINISTRATIVE DOCUMENT**(A) IGMS IDs – Overview**

This section explains the structure of the CG projects created on IGMS and also shows the relevant IDs that can be used to identify the CG projects in post-award requests/ correspondences with NMRC.

IGMS ID	Type of ID	Description	Remarks
NMRC/ CG1 /OXX/<year>-<entity>	Award ID	Category 1 CG	-
NMRC/ CG2 /OXX<a-e>/<year>-<entity>	Award ID	Category 2 CG	Partnering entities will share the same award ID ' OXX ' but are differentiated by ' <a – e> '
NMRC/ CG3 /OXX/<year>-<entity>	Award ID	Category 3 CG	-
MOH-001XXX-00	Project ID	Main Project	Please refer to 'user manuals (post-award)' available under TrainingGuides (researchgrant.gov.sg) ; see document titled 'project tracking mgmt'.
MOH-001XXX-01	Project ID	<u>Sub-project 01</u> Main Vote: Research Personnel Core (RPC)	Sub-votes: <ul style="list-style-type: none"> Expenditure of Manpower (EOM)
MOH-001XXX-02	Project ID	<u>Sub-project 02</u> Main Vote: Facility Core (FC)	Sub-votes: <ul style="list-style-type: none"> Equipment (Eq) Other Operating Expenses (OOE) Overseas Travel (OT)
MOH-001XXX-03	Project ID	<u>Sub-project 03</u> Main Vote: Administrative Core (Admin)	Sub-votes: <ul style="list-style-type: none"> EOM OOE (for Education and Training)
MOH-001XXX-04	Project ID	<u>Sub-project 04</u> Main Vote: Seed Funding/Bridging Fund Core (SBC)	Sub-votes: <ul style="list-style-type: none"> EOM (for Bridging Grant) OOE (for Seed Funding)
MOH-001XXX-05	Project ID	<u>Sub-project 05 (Holding account applicable only to Cat-2 CG)</u> Main Vote: Other Partnering Entities budget	Sub-votes: <ul style="list-style-type: none"> OOE (for other partnering entities' budget) <p>Note: This sub-project functions as a holding account to allow for virements between Cat-2 partnering entities of the same CG programme. This will ensure that the Main Vote/Sub-votes' budgets are up-to-date as it is not possible to move funding from one IGMS project/partnering entity to another.</p>

(B) Post-award Requests Forms and Processes Involving the IGMS-PI

- In addition to the instructions for the post-award requests listed below, please also refer to the ‘user manuals (post-award)’ available under [TrainingGuides \(researchgrant.gov.sg\)](https://researchgrant.gov.sg) for step-by-step guidance on using IGMS for the relevant post-award requests.
- For deviations requests 1 and 3-8, please also refer to the post-award readme guide available at [NMRC | Downloads](#).

S/N	Post-award Requests	Instructions/Remarks	Reporting Format
1	Change in Budget	<ul style="list-style-type: none"> • Please use the template form for budget virements (available at NMRC Downloads). Further instructions can be referred to in the first page of the form. • For budget virements within Main Vote (i.e. within sub-project) on IGMS: please put up the budget deviation request through the Main Vote/sub-project concerned. • For budget virement between Main Votes (i.e. between sub-projects) on IGMS: please put up the budget deviation request through the Main Vote/sub-project from which the funding will be vired. • For budget virement between partnering entities (i.e. between projects) of Cat-2 CGs on IGMS: each partnering entity is required to put up a budget virement request involving the virement of funding to or from the other partnering entities’ budget under sub-project 05 to update the budgets of the Main Vote/Sub-votes concerned under sub-projects 01 – 04. 	Via IGMS + form (sub-project level)
2	Submission of Annual Progress Report	<ul style="list-style-type: none"> • Please use the template forms for annual progress reporting (available in IGMS/draft report) and input KPI achievements to IGMS directly. Further instructions can be referred to in the template forms. • For Cat-2 CGs, please note that all the partnering entities are each required to upload/submit identical qualitative/written report and Annex via IGMS. However, only the Lead entity is required to input KPI achievements on behalf of the entire CG programme to IGMS directly. • The IGMS-PI will receive the first notification from IGMS in end-Feb each year to submit annual progress report by end-May. However, please note that the deadline should be <u>30 Apr</u> of each year. 	Via IGMS + form (main project level)
3	Grant extension (under change in project duration/time)	<ul style="list-style-type: none"> • Template will be available in 2024/2025. • Please submit a deviation request via IGMS for NMRC’s approval. 	Via IGMS + form (main project level)
4	Change in scope	<ul style="list-style-type: none"> • No template. • Please submit a deviation request via IGMS for NMRC’s approval. 	Directly via IGMS (main project level)
5	Change in IGMS PI (under change in research team)	<ul style="list-style-type: none"> • No template; but please provide Entity Head’s approval to delegate the IGMS-PI role the new person. • Please submit a deviation request via IGMS for NMRC’s acknowledgement/approval. • Please check with NMRC on the specific steps before submitting the deviation request via IGMS. 	Directly via IGMS (main project level)
6	Change in IGMS-HI (under change in institution)	<ul style="list-style-type: none"> • No template. • Generally, not applicable to CG unless the Entity and HI are different. • Where applicable, please submit a deviation request via IGMS for NMRC’s acknowledgement/ approval. 	Directly via IGMS (sub-project level)
7	Change in Entity Head	<ul style="list-style-type: none"> • Please notify NMRC for NMRC’s acknowledgement and record. 	Via email notification
8	Change in Entity and/or HI	<ul style="list-style-type: none"> • Generally, not applicable to CG. 	-

(C) Updates on RIE2025 CG

Please refer to the last column for updates on the RIE2025 CG.

S/N	Original	Updated
1	<p><u>Purpose of CG seed funding*</u> To award as the following:</p> <p>(i) Pilot grants with each capped at \$50,000 to young clinician investigators to generate the necessary preliminary data to apply for higher-level national grants.</p> <p>(ii) Bridging grant for a maximum period of 1 year to sustain the key research manpower from grants which have already ceased.</p> <p>*Please note that the intention of CG seed funding is to support young clinician investigators of the awarded Entities. While collaborations with other institutions are allowed, the awarded CG Entity/Entities should still be the main beneficiaries.</p>	<p>No change to original purpose, except for the eligibility criteria for CG seed funding as follows:</p> <ul style="list-style-type: none"> CG seed funding will no longer be restricted to clinicians by profession. In other words, CG seed funding is now also open to non-medically trained professions. CGs are to base the eligibility criteria for non-medically trained professions on the eligibility criteria for non-medically trained professions under NMRC's Clinician-Scientist Individual Research Grant New Investigator Grant (CS-IRG-NIG) funding scheme (weblink).
2	<p><u>Use of CG seed funding to support overseas travel (OT)</u> CG seed funding is generally not allowed to be used to support OT.</p>	<ul style="list-style-type: none"> CG seed funding can be used to support OT. However, CG entities are advised to consider setting appropriate limits on OT to ensure the optimal use of the limited funding.