



EXTERNAL RESEARCH EVALUATION GUIDELINES

PURPOSE

The National Health Fund (NHF) acknowledges the important role that research plays in advancing health systems through the provision of evidence based information which guides policy and strategic direction. As a part of the organization's mandate, grants are provided through the Institutional Benefits Programme to:

1. Ministry of Health and Wellness, for funding health related research proposals submitted by public or private sector stakeholders and are approved by the National Research Committee.
2. Fund selected research proposals submitted by external stakeholders that are of interest to the National Health Fund given their significance to the achievement of its mandate.

Health related research proposals submitted by public or private sector entities/individuals will be referred to the Ministry of Health and Wellness except:

- a. Projects that are of significant interest to the NHF and have the potential to advance its operations, improve the body of knowledge and provide solutions to an existing problem, with the proviso that funds are available at NHF to finance the research.
- b. Projects submitted by students in academia or any entities not requiring financial assistance from NHF but access to NHF's data as a part of the research study design. Access would be considered in accordance with the Data Protection Act and Access to Information Act requirements.
- c. Projects that are of internal origin

(RESEARCH PROJECTS FOR CONSIDERATION BY NHF)

Research Proposals are evaluated in accordance with specified criteria which aim to:

1. Minimize bias or subjectivity during assessment.
2. Ensure that high quality research proposals, with the potential to have a significant impact, are funded.
3. Ensure that research proposals funded are aligned with the priority areas of the National Health Research Agenda.



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RESEARCH ELIGIBILITY

1. All research must be related to healthcare services in Jamaica and benefit the health sector/public in a meaningful way.
2. All research must be financially viable.
3. All research requests should be submitted to the NHF using the Institutional Benefits Grant Request Form. The form is accompanied by a Project Summary Cover Letter to which the signature of the head of the organization or designate must be attached. The requisite documentation, including an implementation plan and a budget must accompany the submission.

SELECTION CRITERIA

Research proposals will be evaluated based on the extent to which the following criteria are met:

1. Alignment with the National Health Priorities and the potential of the research to advance the National Health Fund and Research Priorities of the Ministry of Health and Wellness. www.moh.gov.jm
2. Alignment with the mission of the National Health Fund and the potential of the research to inform policy and provide strategic direction.
3. Merit of the research- the likelihood that the research will lead to discoveries or fundamental advances within the field of science, or further inform public health policy and standards.
4. Impact of the research on the infrastructure of the health sector. Assess the potential of the proposed research to contribute to improved education of the work force and the population, advance clinical services, and improve the effectiveness of health care delivery.
5. Competence in the performance of the research, in terms of the technical soundness of the proposed methodology and the sustainability of the research.
6. Availability of self-financing/counterpart funding for the research.

ADDITIONAL REQUIREMENTS

1. Funds shall be utilized solely for the purposes stipulated in the approved research proposal.



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2. MOH&W endorsement of project required.
 3. Progress reports are to be submitted to the National Health Fund in accordance with a defined schedule and the final report at the end of the research.
 4. All publications must acknowledge the receipt of the Grant awarded by NHF and provide a disclaimer, noting that the work and contents of the report are solely that of the author/entity.
 5. Declaration Form shall be completed by the applicant/ Principal Researcher and members of the research team as a part of the process.
 6. Where the findings of the research can lead to a financial gain for the applicant or any member of the research team, or any other related party, as a consequence, benefits should also accrue to the population of Jamaica and/or NHF. The NHF and the applicant(s) shall agree on the level and type of benefit(s).
- N.B.** In relation to requests to conduct research received, the review in relation to financial gain and how that will be conducted shall be evaluated on a case by case basis.
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