

## Call for Applications: IMMANA Fellowships

### --One Page Summary--

The Tufts University Friedman School of Nutrition at Tufts University and the London School of Hygiene & Tropical Medicine are pleased to announce a new round of one-year Fellowships for emerging leaders in agriculture, nutrition, and health research, co-funded with UK Aid from the UK government through the Foreign, Commonwealth & Development Office (FCDO) and the Bill & Melinda Gates Foundation, through their programme on Innovative Methods and Metrics for Agriculture and Nutrition Actions (IMMANA) detailed here: <https://www.anh-academy.org/immana>.

For 2023-2024, IMMANA will award **six career development Fellowships** to researchers working on agriculture, nutrition and health in low- and middle-income countries (LMICs), with accompanying support for two Mentors to work with each Fellow. Our focus is the use or validation of innovative methods and metrics to measure impacts of policy or program interventions, including research on the magnitude and mechanisms of change in any aspect of how agricultural or food systems product relates to nutritional and health outcomes.

Successful applications will build on the candidate's previous research, proposing a 12-month workplan on any aspect of the use or validation of new methods, mechanisms and metrics to guide improvements in agriculture and food systems for nutrition and health. Proposals will specify the existing data and methods they will bring to the project, and a realistic timeline for new data collection (if any), analysis and writing needed to complete new scientific manuscripts. Applications will be ranked based on realistic potential for submission of high-impact publications to specified target journals or other scientific outlets within the Fellowship year.

Eligible candidates may come from any country or background, with an earned doctorate in fields related to agriculture, nutrition or health (PhD, DPhil, DPH, MD, DVM or similar degree), and be building a career in research, education, and engagement at the intersection of two or more of these fields. IMMANA Fellowships will aim for equal representation of women and men. We particularly welcome early-career applications and citizens of LMICs as well as individuals with research or faculty appointments in Sub-Saharan Africa or South Asia.

IMMANA Fellowship awards include support for **two Mentors**, one from the applicant's current or previous employer or academic institution, and one from a host institution where the applicant proposes to advance their work, with at least one of the two being physically located in Africa or Asia. *Similar to the prior round, there will be no optional concept note stage for Round 8.* Therefore, applicants are required to submit full proposals by **Wednesday, February 1 2023**. In order to evaluate whether your proposal is a good fit for our aims, please use the [FAQs](#) and the [profiles of former fellows](#) as a guide. IMMANA Fellows must then begin their 12-month projects between the dates of 1 June and 1 December 2023. A link to the full application submission form will be available online at <https://www.anh-academy.org/immana/fellowships>. Inquiries and other documentation should be sent by email to [immanafellowships@tufts.edu](mailto:immanafellowships@tufts.edu).



Gerald J. and Dorothy R.  
Friedman School of  
Nutrition Science and Policy



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## Call for Applications: Postdoctoral Fellowships on Innovative Methods and Metrics for Agriculture and Nutrition Actions (IMMANA)

Led by the Gerald J. and Dorothy R. Friedman School of Nutrition  
Science and Policy at Tufts University

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## 1. Funding Opportunity

### Background

Agricultural production and food systems impact health and nutrition outcomes through multiple, dynamic, complex, direct and indirect pathways that are difficult to measure. Food systems are also changing rapidly driven by technological innovation, globalization, rural transformation and urbanization, environmental and political fragility and changes in food system governance. Many new studies aim to improve understanding of the magnitudes and mechanisms by which agriculture and food systems relate to nutrition and health, often highlighting the need for development and application of novel, feasible, scalable, field-friendly and cost-effective tools, methods and metrics to measure changes in agriculture-food systems and analyze their link to nutrition and health outcomes in diverse populations.

Since 2015, the Innovative Methods and Metrics for Agriculture and Nutrition Actions (IMMANA) programme has provided support for 22 early-career IMMANA Fellows who are already shaping the science and policy landscape in their countries, and has awarded 15 competitive IMMANA Research Grants to develop cutting-edge methodologies and tools that are informing research, policy and practice of international development. The IMMANA programme also supports the Agriculture, Nutrition and Health (ANH) Academy which has grown exponentially, now including over 7,000 members, predominantly in Africa and Asia. This document describes the IMMANA Fellowships programme, for projects that would begin between June 1<sup>st</sup> and December 1<sup>st</sup> 2023.

### About IMMANA

The Innovative Methods and Metrics for Agriculture and Nutrition Actions (IMMANA) programme aims to accelerate the development of a robust and coherent scientific evidence base which will support effective policy and investments in agriculture-food systems for improved nutrition. Following a successful five-year programme funded by UKAid from the UK government, Phase 2 is being co-funded by both the UK Foreign, Commonwealth & Development Office (FCDO) and the Bill & Melinda Gates Foundation. The programme is implemented through a partnership between the London School of

Hygiene and Tropical Medicine, the University of Sheffield, Tufts University Friedman School of Nutrition Science and Policy. The objectives of this second phase of IMMANA are to:

1. Stimulate the use, validation, and continued development of innovative mechanisms, methodological approaches and novel metrics in agriculture and food systems for improved health and nutrition;
2. Deepen and expand the pool of emerging leaders skilled in developing and applying cutting-edge methods and metrics;
3. Convene a global research network - the ANH Academy - to facilitate learning, sharing and new interdisciplinary research collaborations and policy uptake of emerging evidence;
4. Synthesise and facilitate the uptake of existing data and scientific evidence to inform policies and investments in agriculture and food systems for improved nutrition and health.

IMMANA rests on three core pillars of research, capacity building and knowledge sharing, and consists of three synergistic **workstreams**:

- **IMMANA Competitive Research Grants** to *develop new and validate existing* methods and metrics at the agriculture and food systems-nutrition and health (ANH) nexus
- **IMMANA Fellowships** for emerging leaders in ANH research
- **ANH Academy** with an expanded set of activities including
  - A synthesis centre for data, tools, methods and metrics
  - Strengthening the capacity of academic institutions to offer curriculum enrichment opportunities on ANH related topics in Africa and South Asia
  - A mentorship scheme for early career researchers in LMICs
  - Continuation of [ANH Academy Weeks](#) and other online training and engagement activities

More details about each workstream are at: <https://www.anh-academy.org/immana>.

## How to Get Involved

We encourage researchers to participate in all aspects of IMMANA, and provide the following guidance on how IMMANA can best support your research interests:

- If you are a researcher in an institution engaged in and committed to linking research in agriculture, nutrition and health, your institution can join the [Agriculture, Nutrition and Health Academy](#), and you can participate in its conferences, learning labs, meetings and working groups.
- If you are an individual researcher with access to data, methods and potential for completion of high-impact research towards IMMANA programme objectives within a 12-month period, then you may consider applying for an IMMANA Fellowship.

All Fellows and Grant holders are expected to participate in the Agriculture, Nutrition and Health Academy and its meetings for the duration of their funded programme. We will not normally provide IMMANA Fellowships to researchers to join IMMANA Grants, but it would be acceptable in principle for an institution that hosts an IMMANA Grant to host an IMMANA Fellowship, as long as they are clearly separate activities. Enquiries regarding research grants or the programme in general may be directed to [immana@lshtm.ac.uk](mailto:immana@lshtm.ac.uk), and regarding the Fellowships to [immanafellowships@tufts.edu](mailto:immanafellowships@tufts.edu).

## 2. Award information for IMMANA Fellowships

### Objectives and Scope

The 12-month IMMANA Fellowships aim to use, validate and apply new methods and metrics needed to measure change and impacts of policy or programme interventions in agriculture and food systems to improve nutrition and health. Selection criteria are based on the candidate's qualifications, excellence of the project idea, commitment of two Mentors and prospects for completion and communication of research results within the Fellowship year.

For the purpose of this call, **agriculture and food systems include the production, distribution, processing, marketing and consumption of food, and** the people, resources and institutions involved in these processes. Nutrition and health **outcomes of interest include impacts on malnutrition in its broadest sense**, including under-nutrition, micronutrient deficiencies, and diet-related overweight, obesity and associated non-communicable diseases, as well as food-borne illness and agriculture- or livestock-related diseases and other impacts of the food system on human health.

By **methods** we mean the processes and approaches involved in a systematic inquiry of relationships between agriculture, nutrition and health and generally refer to study design (for example, impact evaluations using various types of counterfactuals, pathway analyses). **Metrics** refer to parameters or indicators used for measurement, comparison or tracking performance (for example, disability-adjusted life years; household dietary diversity score and women's empowerment in agriculture index - WEAI). A **tool** is a vehicle or aid to collect information and data to arrive at the metric or aid decision-making (for example, the survey module to collect data required to compute an index). The process of **validating** a method, metric or tool refers to further testing an existing novel method, metric or tool for its reliability and accuracy to make reasoned judgement about whether it provides useful analytic measurement for the particular purpose(s). We are interested in qualitative, quantitative, and mixed method studies of validation and cross-context equivalence. In some cases, a new type of measurement can be compared to an existing gold standard, but other forms of validation may also be helpful (for example, whether a women's empowerment index is associated with gender gaps in other data). **Application** of a method, metric or tool refers to its use for some practical purpose, such as revealing the pathways or mechanisms through which interventions could improve outcomes, or revealing how it can help guide decision-making. For example, research might show that a household water insecurity index can be used to identify the most at-risk locations, and allocate resources to improve outcomes.

Fellows are expected to **complete and submit for publication** at least one completed research article within their Fellowship year as well as a policy/ research brief to be published on the ANH Academy website. Fellows are also expected to **communicate** their research by presenting at one or more cross-institutional seminars, professional conferences and international meetings, in addition to their presentation at the ANH Academy Week during their Fellowship year. Evaluation of proposals will be based in part on demonstrated potential to achieve these aims, by documenting the existing data and methods on which the candidate can build, and the ways in which the proposed mentors can support any additional data collection, analysis and writing needed to complete and submit the proposed work

to specified target journals and other scientific outlets.

## Indicative Research Topics and Approaches

The programme's goal is to support Fellows in using, validating, and applying innovative methods and metrics regarding the most cost-effective actions for sustainable, large-scale improvements in agriculture, nutrition and health. IMMANA will consider the full range of proposals that could achieve this goal, based on selection criteria explained below. In order to give an indication of the kinds of Fellows and Fellowship projects that IMMANA will support, we present a list of example topics. Please consider the topic list to be only indicative. We welcome other topics that could meet IMMANA's objectives, and we are prepared to answer questions from applicants about their Fellowship ideas and whether they fit the call.

We expect that most of the Fellowships will focus on the use, validation and/or application of recently-developed methods and metrics through research conducted in Sub-Saharan Africa and South Asia to further the understanding of linkages between agriculture, nutrition and health. Projects may address knowledge gaps involving crops, livestock, water or other natural resources affected by agriculture, and cover nutrients, pathogens and care practices affecting nutrition or any aspect of care, prevention and treatment affecting nutrition and health outcomes or other aspects related to food systems more broadly.

**Indicative topics include (but not limited to) the validation and application of methods and metrics to measure and analyze:**

- how climate change and other environmental factors alter agriculture, nutrition and health, and how policies or programmes might contribute to mitigation and adaptation of climate change or other environmental factors;
- how adoption of nature-positive or sustainable agriculture and other innovations in farm production and food distribution affect the food system, leading to co-benefits or tradeoffs in effects on human health and the environment;
- how consumer perceptions, incomes and other factors relate to food choice, creating opportunities for policies or programmes to improve outcomes by increasing demand for healthy and sustainable foods;
- how the COVID-19 pandemic has shaped the food security landscape as it relates to agriculture, nutrition and health outcomes;
- how humanitarian crises and fragile states, complex emergencies, or post-conflict environments

can be monitored to guide actions of government agencies and non-governmental organizations for greater resilience and self-reliance;

- how gender dynamics and other dimensions of social inclusion such as caste, age and household structure affect agriculture, nutrition and health, and how policies or programmes might contribute to improved outcomes; and
- how pathogens and disease vectors associated with crops and livestock interact with sanitation and other environmental conditions to alter food safety, zoonotic disease and other influences on nutrition and health.

IMMANA places particular importance on research that brings together expertise across sectors, including agriculture, food systems, water, sanitation, nutrition and health, and between disciplines relevant to development of novel methods, metrics and tools, including, for instance, economics, sociology, agricultural science, psychology, physiology and political science. We are interested in applications proposing to use, validate and/or apply innovative use of quantitative, qualitative or mixed methods as long as they can demonstrate practical potential to addressing programmatic and development needs. This includes but is not limited to research using recently-development kinds of biomarkers, remote sensing, mobile phones, or other electronically-collected data, in addition to new analyses of older data.



## Funds Available and Duration of the IMMANA Fellowship

Six Fellowships will be awarded through a competitive selection process. Each Fellowship will be provided for a **12-month period** and cannot be renewed. Each Fellowship must also involve two Mentors. During that period, Fellows will receive the following financial support:

- A fixed stipend of £40,800 paid in quarterly installments against satisfactory completion of programme milestones.
- A research allowance of £9,000 to cover travel and other fieldwork expenses, also paid as lump sums for achievement of programme milestones.
- An honorarium of £2,100 to each of the Mentors paid in two instalments at mid-term and end of the year, on submission of a satisfactory mentorship report.

## 3. How to Apply for an IMMANA Fellowship

### Eligibility

Eligible candidates will have completed a doctoral degree (PhD, DPhil, DPH, MD, DVM or similar terminal degree) in any field related to agriculture, nutrition or health research and practice, and be actively engaged in research, education, and engagement at the intersection of two or more of these fields. We are particularly interested in applicants who aim to build careers or already have institutional affiliations in a research institute or university in Sub-Saharan Africa or South Asia, but applicants may be of any nationality and have earned their doctorate anywhere. During their Fellowship year, successful candidates will complete and submit for publication at least one potentially high-impact research finding, which they will also communicate through scientific groups including the [Agriculture, Nutrition and Health Academy](#). IMMANA Fellows are expected to participate in the ANH Academy, bringing diverse perspectives to leadership across disciplinary and institutional boundaries. The IMMANA programme aims for equal representation of women and men with a wide range of expertise, and we particularly welcome applications from citizens of LMIC countries.

Applicants must propose to use, validate and/or apply a recently-developed methodological approach to agriculture, nutrition and health research **under the joint supervision of two Mentors**, one from the applicant's current or previous employer or academic institution, and one from a host institution where the applicant proposes to advance their work. At least one of the two Mentors must be physically located in Sub-Saharan Africa or South Asia.

## Timeline

Applicants must submit a full proposal by **1 February 2023** and selected candidates will be notified no later than **15 April 2023**. IMMANA Fellows can then begin their 12-month projects as soon as convenient for them, with a start date no later than 1 December 2023.

To summarise:

- Full proposals must be submitted by **1 February 2023**. For a full list of required proposal components, see page 11; for a full proposal checklist, see page 13.
- Selected applicants will be notified no later than **15 April 2023**.
- Fellows begin their Fellowships as soon as convenient, but no later than **1 December 2023**.

## Application Instructions for Full Proposals

Applicants should submit the following information through our submission portal available at <https://www.anh-academy.org/immana/fellowships>. The deadline for full proposal submission is by 11:59 PM EST on **1 February 2023**.

### 1. Applicant and Mentor contact details

1. **Applicant's full name**, gender and nationality, with personal postal address, email and phone
2. **Applicant's current employment** or type of affiliation, with institutional address, email and phone
3. **Applicant's educational history**, listing only highest degree earned including year and field, with titles of thesis
4. **Proposed home Mentor's name and affiliation**, with institutional address, email and phone
5. **Proposed host Mentor's name and affiliation**, with institutional address, email and phone
6. **Name and affiliation of another reference** (no additional letter is needed upon submission of proposal, only contact information)

### 2. Research proposal (max. 5,000 words)

*When preparing the proposal please use the section headings provided below. Word counts for each section are indicative, but overall length must not exceed 5,000 words plus references cited and any tables or figures needed to present the work-plan's illustrative budget of resources to be used, timelines and research methods.*

1. **Title** of the project, specifying topic and location as briefly as possible (~10-20 words)
2. **Abstract** summarising the project for a general audience (<500 words)
3. **Significance** of the problem and proposed solution (~500 words)
4. **Innovation** in analytical methods and metrics to be advanced (~500 words)
5. **Workplan**, including description of existing data and previous work to be complemented by new data collection (if any), analyses and writing for presentation and submission within the Fellowship year to specified target journals and other outlets (~2000 words)
4. **Linkage** to applicant's doctoral training and future career (~500 words)
5. **Relationship** to the host and home Mentors' ongoing work (~500 words)
6. **Location and resources** to be used, start date and timeline (~500 words)

### 3. Curriculum Vitae

Please append three separate CVs in .pdf, .doc, or .docx format:

1. **The applicant**
2. **The home Mentor**
3. **The host Mentor**

#### 4. Letters of Support

Please be prepared to submit **two letters of support** from the proposed host and home Mentors. Letters are typically no longer than two pages.

After the applicant submits his or her full application, the application portal will send emails with links to upload the letters to the Mentors' email addresses provided. Letters of support must be received by **7 February 2023** by 11:59 PM EST. If experiencing technology issues, please notify the Fellowships Administrator.

1. **Home Mentor:** describing the applicant's doctoral training, previous work and professional potential, and the home Mentor's proposed contribution to the Fellow's project.
2. **Host Mentor:** describing the applicant's potential contribution to the project, programme or institution where the Fellowship will take place, and the host Mentor's proposed contribution to the Fellow's project.
3. **Other supporter:** May be a policy official, research administrator, or colleague of the applicant. This supporter will not be asked to submit a letter but may be contacted for additional information if the Fellow's application is moved to the reviewer stage.

## Application Checklist for Full Proposals

- Contact information** for:
  - Applicant
  - Home Mentor
  - Host Mentor
  - Other supporter
  
- Curriculum vitae** for:
  - Applicant
  - Home Mentor
  - Host Mentor
  
- Research proposal** (max. 5,000 words) specifying:
  - Title and abstract summarising the proposed project
  - Significance of the problem and proposed solution
  - Innovation in analytical methods and metrics to be advanced
  - Approach, including project goals and milestones
  - Location, budget and resources to be used, start date and timeline
  - Linkages to applicant's doctoral training and future career
  - Relationship to the host and home Mentors' on-going work
  
- Two support letters** emailed separately from the proposal, from your:
  - Home Mentor
  - Host Mentor

## 4. Review Process for Full Proposals

Full proposals will be scored by a selection committee for their potential contribution to the objectives of the Fellowship programme, as specified in the assessment criteria below. Oversight of the process is provided by an Independent Panel of Experts, and also by the IMMANA Steering Committee, comprised of members from the FCDO, the Bill & Melinda Gates Foundation, UKRI, USAID

and CGIAR's A4NH programme.

## Assessment Criteria

Applications will be evaluated on merit and potential to meet IMMANA programme objectives, based on the following criteria:

1. Demonstrated commitment and potential for excellence in research crossing disciplinary and institutional boundaries in agriculture and food systems, nutrition and health in developing countries, in alignment with the IMMANA project priorities detailed in the call for applications. Fellows should demonstrate this through past achievement, career trajectory and long-term goals *(15 points)*.
2. Quality and feasibility of the proposed 12-month workplan, including the existing data and prior research on which new data collection (if any) and analysis will build, with realistic expectations for timeline and resource needs towards completion and submission of results within the Fellowship year *(25 points)*.
3. Potential for the proposed research to inform government and private-sector actions in agriculture for improved nutrition and health *(25 points)*.
4. Demonstrated commitment and potential of the candidate for leadership roles and transformational contributions to future research *(20 points)*.
5. Demonstrated commitment of the Mentors and their institutions to support the proposed project, with evidence for the proposed Fellowship's contribution to their mission and strategic plans in agriculture, nutrition and health *(15 points)*.

## 5. Frequently Asked Questions

### 1. Who is funding the IMMANA Fellowships?

The Fellowships are part of the second phase of a larger programme on Innovative Methods and Metrics for Agriculture and Nutrition Actions (IMMANA), an initiative co-funded with UK Aid from the UK government through the Foreign, Commonwealth & Development Office (FCDO) and the Bill & Melinda Gates Foundation. The goal of the programme is *to contribute to the global effort of harnessing agriculture-food systems to reduce all forms of malnutrition and related health consequences, by building research capacity and generating and sharing knowledge and evidence that informs policies and programmes to better serve the world's growing population.* The Fellowships are a central component of the IMMANA programme, which has four inter-related objectives:

- Stimulate the use, validation and continued development of innovative mechanism, methodological approaches, and novel metrics in agriculture and food systems for improved health and nutrition;
- Build a cadre of researchers skilled in developing and applying cutting-edge methods and metrics;
- Facilitate learning, sharing and new interdisciplinary research collaborations;
- Develop scientific evidence to inform policies and investments in agriculture and food systems for improved nutrition and health.

### 2. What kind of research can be supported by this Fellowship?

The programme's goal is to advance innovative mechanisms, methods and metrics regarding the most cost-effective actions for sustainable, large-scale improvements in agriculture, nutrition and health. Most of the Fellowships awarded will focus on fieldwork in Sub-Saharan Africa and South Asia, using, validating and applying new measurement techniques or methods adapted to the analysis of specific interventions. Favourable consideration will be given to projects with linkages to other IMMANA activities and for proposals that address changing gender roles, climate change, and dietary transition, but the programme welcomes strong proposals for any kinds of research on the relationship between agriculture, nutrition, and health in developing countries. Projects may address knowledge gaps involving crops, livestock, water or other natural resources affected by agriculture, and cover nutrients, pathogens and care practices affecting nutrition or any aspect of care, prevention and treatment affecting health outcomes. Projects may be on topics that are

similar or different from other IMMANA research described at <https://www.anh-academy.org/immana>. Proposals should specify how they build on or complement previous work, with appropriate citations.

### **3. What kind of applicant can be supported by this Fellowship?**

Eligible applicants will have completed a doctorate (PhD, DPhil, DPH, MD, DVM or similar terminal degree) in any field related to agriculture, nutrition and health, and be actively engaged in research, education and engagement at the intersection of two or more of these fields. IMMANA strongly encourages applications from female candidates and citizens of low- and middle-income countries. Selection will give preference to applicants who have research or faculty appointments in Sub-Saharan Africa and South Asia, but applicants may be of any nationality and have earned their doctorate anywhere. The first set of IMMANA Fellowships (2015-19) was designed as postdoctoral awards to launch careers, requiring start dates within three years of receiving the PhD. In the second phase of IMMANA (2020-24), Fellowships are designed as career development awards to support more advanced research projects that build directly on the applicant's past work, with additional data collection as needed, further analysis and writing to complete one or more manuscripts, submit to journals and disseminate results as specified in the project workplan. Individuals who have previously been IMMANA Fellows are not eligible for new awards or to receive funding for more than 12 months, so a key criterion is the availability of data and methods that can permit completion of high-impact research within the Fellowship period.

### **4. What do you mean by “host” and “home” Mentor?**

These Fellowships are intended to help bridge institutional and disciplinary boundaries, by funding a year of research supported by at least two different Mentors. The “home Mentor” is expected to provide support from one of the applicant's previous employers or educational institutions, and the “host Mentor” is expected to support opportunities for collecting any additional data, or analysing data in new ways, from a different institution or location where the applicant proposes to conduct their Fellowship-supported research. At least one of the two Mentors must be physically located in Sub-Saharan Africa or South Asia.

### **5. What combinations of host and home Mentors are likely to be successful?**

We anticipate that “host Mentors” will be project directors or programme officers in implementing



agencies, senior faculty members or leaders of agriculture, nutrition and health institutions in a position to guide the Fellow's work on a week-to-week basis during the year. We expect "home Mentors" to be the candidate's doctoral thesis advisor (in the case of recent graduates), their employer or a senior researcher or administrator in an institution associated with the candidate before and/or after the Fellowship year. In many cases, we anticipate that the candidate will go on leave from their current employer for the Fellowship year, and return to that employer afterwards. We are particularly interested in applicants who are researchers or faculty members in African and South Asian institutions, and who might use the Fellowship for professional development elsewhere, if necessary in the US, UK or other high-income country, as well as candidates from high-income countries doing fieldwork in Africa and South Asia.

#### 6. What is the level of honoraria provided to Mentors?

Each host and home Mentor will receive a £2,100 honorarium for the support they provide to the Fellow. We expect that each Mentor will spend 40-50 hours over the course of the year supporting the Fellows on research and career development. Honoraria will be paid in two instalments, on submission of a mid-term mentorship report and an end-of-year evaluation detailing the Mentor's contribution to the Fellowship project. The payments are contingent on successful fulfilment of the Mentor's responsibilities as detailed in the Fellow's own quarterly progress reports, as well as submission of the Mentor's own mid-term and final Fellowship project reports.

#### 7. My Mentors did not receive emails to upload their letters of support. What do I do?

Please let your Mentors know that the email will have come from our application portal to allow them to upload their letter. Some applicants have noted that the email is caught by their Mentors' spam filters. Please also check to make sure the email addresses you provided are spelled correctly in the application. If you notice that you need to re-enter their email addresses, please email to ask the Fellowships Administrator to open your application for editing.

It is the applicant's responsibility to check with his/her Mentor to confirm that the Mentors and reference have received the request and submitted their letter. Reference letters must be submitted by **7 February 2023** by 11:59 PM EST.

## 8. Can applicants submit more than one full proposal?

No. Applicants may only submit one full proposal.

## 9. What salary, travel, and fieldwork allowance is provided to the Fellows?

Fellows will be provided with a stipend of £40,800 for the 12-month period, plus a research allowance of £9,000 to cover local travel and other research expenses (such as translation, hardware, software supplies, etc.), as well as participation in IMMANA Academy Weeks, trainings and workshops. All payments will be made as lump sums against completion of programme milestones. Fellows are then responsible for arranging and paying all of their travel and other expenses during the project period.

## 10. What arrangements are made for Fellows' health insurance, taxes and other expenses?

IMMANA Fellowships are implemented as fixed-fee payments. Fellows are responsible for arranging and paying for all of their own personal and work-related taxes, insurances, or other fees needed during the Fellowship year.

## 11. What arrangements are made for Fellows' visas and work permits?

**The Fellow and their host institution(s) will be responsible for all visa applications and associated fees required to complete their proposed work plan.** The IMMANA programme and Tufts University cannot sponsor visas or provide support other than proof of funding as specified in the Fellowship contracts. Please seek assistance from the Fellowships Administrator for any questions or concerns. It is expected that Fellows will have made the necessary arrangements for visa sponsorship *before the start of their Fellowship*.

## 12. Can Fellows maintain other affiliations and activities during their project year?

IMMANA Fellowships are intended to provide sufficient financial support for full-time activity during the project year, following the workplan described in the applicant's proposal. Fellows may have other affiliations during the year, for example being on sabbatical leave from a university faculty appointment, and their workplans may include specified, time-limited activities such as teaching that would complement the aims of the fellowship. Opportunities may also arise during the Fellowship year and would then be discussed with the Fellowships program director. All foreseeable activities should be spelled out in the proposed workplan, specifying the timing of any specific obligations

required for career development. Questions regarding potential conflicts of interest and commitment will be resolved on a case-by-case basis and should be addressed to [immanafellowships@tufts.edu](mailto:immanafellowships@tufts.edu).

### 13. Who is responsible for ethical oversight and reviews?

All human subject research conducted during the IMMANA Fellowship year must be approved in advance by the cognizant ethical review board, typically at the institution or location where the research is to be conducted. IMMANA Fellows must also adhere to the highest standards of ethical conduct more generally, including compliance with data protection regulations, duty-of-care obligations, and the institutional policies or legal requirements of the places where they work and reside.

Research proposals may aim to complete work that has already been approved by an Institutional Review Board (IRB) or similar authorities, or may require new approvals at the start of the Fellowship year. In either case, the specific IRB or other ethical authority and its approval process should be spelled out in the project workplan. Information on these approvals or exemptions will typically be obtained through the host or home Mentor, in accordance with the project's institutional context and legal jurisdiction where the research is conducted, and may involve ethical reviews from more than one institution or legal authority. Projects that do not involve individual human subjects, such as research based on aggregate statistics, would typically request a determination from the cognizant IRB that their work is not subject to further ethical review. In rare cases where an IMMANA Fellowship project is being conducted in a setting that has no mechanism for independent ethical review, reviews may be requested through Tufts University.

Fellowship proposals should specify what ethical review process will be followed, and Fellows' quarterly reports must document their project's ethical review and approval, exemption or determination by the cognizant IRB or similar authorities. In addition to ethical review for specific projects, Fellows are encouraged to obtain international certification of their own skills in the responsible conduct of research. Such certification is available for Fellows through Tufts University's participation in the Collaborative Institutional Training Initiative (CITI Program), whose Certificates of Completion are valid for four years and may be required prior to submitting future grant proposals or obtaining IRB approvals and exemptions. Instructions for obtaining CITI certification are detailed here: <https://viceprovost.tufts.edu/citi-irb-training-requirements>.

#### 14. What are other benefits of being an IMMANA Fellow?

- Fellows will be part of the global Agriculture, Nutrition and Health Academy, giving them access to a community of researchers and institutions from various disciplines working together to develop methods and metrics for the design and evaluation of agriculture programmes for improved nutrition and health. Fellows will have the opportunity to participate in working groups and trainings offered by the Academy, as well as attend annual global conferences, meetings, and trainings including peer review to improve publication quality and research impact.
- Fellows will be affiliated with the Friedman School of Nutrition Science and Policy at Tufts University and London School of Hygiene and Tropical Medicine (LSHTM), gaining access to the expertise of scientists from various disciplines.
- Fellows will have access to Tufts University's facilities and resources available to faculty and staff, including electronic access to the Tufts' library's collection of 19,000 journals and other online materials.
- Fellows will receive communications support throughout their Fellowship that will increase their opportunities to collaborate with other IMMANA Fellows, promote their progress within the research community, and raise the visibility of their academic pursuits to a broader professional network.

#### 15. What are the reporting requirements for Fellows and mentors?

Each Fellow will be required to submit brief quarterly progress reports and a detailed final report, as specified in the award agreement. Each Mentor will be required to submit a mid-term mentorship report and an end-of-year evaluation detailing the Mentor's contribution to the Fellowship project. The project is expected to produce peer-reviewed publications in international academic journals.

#### 16. How do I acknowledge IMMANA Fellowships in future publications surrounding my research during the duration of my fellowship?

The following language is preferred when acknowledging IMMANA Fellowships in peer-reviewed

publication in academic journals or other publishing formats regarding research conducted during the fellowship year:

“This work is funded through the Innovative Methods and Metrics for Agriculture and Nutrition Action (IMMANA) programme, led by the London School of Hygiene & Tropical Medicine (LSHTM). IMMANA is co-funded with UK Aid from the UK government and by the Bill & Melinda Gates Foundation INV-002962 / OPP1211308. Under the grant conditions of the Foundation, a Creative Commons Attribution 4.0 Generic License has already been assigned to the Author Accepted Manuscript version that might arise from this submission.”