



SWISS NATIONAL SCIENCE FOUNDATION



National
Research
Foundation

www.snsf.ch
Wildhainweg 3, P.O. Box 8232, CH-3001 Berne
Switzerland

P.O Box 2600
Pretoria 0001
South Africa
Tel: (012) 481 4000
Fax: (012) 481 4000
www.nrf.ac.za

Swiss South African Joint Research Programme (SSAJRP)

Joint Research Projects: Call for Proposals 2012-2013

Closing date: 28.02.2013



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Swiss Confederation

Federal Department of Home Affairs FDHA
State Secretariat for Education and Research (SER)

1. Introduction

Established in December 2007 by the Swiss and South African governments to promote scientific and technological cooperation between Switzerland and South Africa, the Swiss South African Joint Research Programme (SSAJRP) rests on the principles of mutual interest, scientific excellence, and reciprocity (matching funds).

1.1 1st phase: 2008-2012

During the first phase of the programme, five funding schemes were available: Joint Research Projects (JRPs), Faculty Exchanges, Student Exchanges, Seed Money and Bio Venture Workshops. A total of 16 JRPs in the fields of Public Health & Biomedicine (8 projects), Bio- and Nanotechnologies (4 projects) and Humanities and Social Sciences (4 projects) were funded by the programme.

1.2 2nd phase: 2013-2016

The JRP funding scheme is also available for the second period of the SSAJRP. The Swiss National Science Foundation (SNSF) and the South African National Research Foundation (NRF) were mandated, respectively by the Swiss State Secretariat for Education and Research and by the South African Department of Science and Technology to launch the JRP call, organise the evaluation of the submitted proposals and monitor the funded projects.

This document covers the 2012-2013 call for proposals for Joint Research Projects.

2. Joint Research Proposals

Grants for JRPs are meant to promote collaborative projects with clearly defined goals involving at least one Swiss and one South African partner. Applications should describe ambitious research and propose innovative approaches. The research is to be carried out at the research facilities involved; reciprocal visits and short stays in Switzerland for researchers from South Africa and vice-versa are also possible within a JRP.

Project duration: the JRPs can last up to 3 years.

3. Research fields

In order to make targeted use of the financial resources available, the following thematic areas were chosen for this call:

- Public Health and Biomedicine
- Biotechnology and Nanotechnology
- Greentech and Cleantech
- Humanities and Social Sciences (in particular related to the other three thematic areas)

Proposals outside the thematic areas defined above will not be accepted.

4. Eligibility

Each proposal for a JRP must have at least one main applicant based in Switzerland and one main applicant based in South Africa; they are the lead scientists on the Swiss and South African side respectively. They bear the main responsibility for the project including its technical and administrative coordination as well as timely delivery of scientific and financial reports. Further applicants based in Switzerland and/or in South African can also participate in the consortia.

Eligibility criteria in Switzerland

The SNSF eligibility criteria apply to applicants requesting funding. Furthermore, each applicant can only apply for one project. Private sector partners are welcome to participate but will not be eligible for funding.

Eligibility criteria in South Africa

This call is open to working researchers residing in South Africa and affiliated with a recognised higher education or research institution such as a university, university of technology or science council. The South African principal investigator must be in possession of a PhD. Private sector partners are welcome to participate but will not be eligible for funding. Private sector researchers participating in the project may also not be included when budgeting for travelling costs.

5. Funding

JRP proposals contain two separate budgets: one budget in CHF for the Swiss part (paid by the SNSF according to the SNSF's rules) and one budget in ZAR for the South African applicant(s) (paid by the NRF according to the NRF's rules).

The total budget available in Switzerland is of CHF 5.5 Mio. South African researchers please note that while funding levels are not fixed, a suggested maximum of ZAR 400,000 per project per year over three (3) years may be used as general indicator of available funds. The available money will allow funding 20 to 25 projects. The funding per project is sufficient for each side to cover its consumables, some small equipment and the travel costs related to the project. Additionally, the Swiss side will typically be able to provide for the salary of a PhD-student for three years or the salary of a post-doc for two years as well.

Eligible costs in Switzerland

The maximum allowed budget for a project is of CHF 230,000.-.

The funding categories are:

- **Equipment:** costs of material of enduring value (indicate manufacturer, type and distributor). Quotations - if possible, from different competitors - must be enclosed for items whose purchase price exceeds CHF 20,000.
- **Research funds:** funds needed to carry out the project, such as travel costs, room and board costs, field expenses, expendable items and unavoidable sundry expenses. The SNSF does not finance the acquisition or maintenance of expendable items that are part of the infrastructure of an institution (books, PCs, rental costs etc.).
- **Salaries**
- **Social security contributions**

The SNSF regulations apply to the Swiss budget. However, overhead costs are not eligible.

Eligible costs in South Africa

Cooperative activities covered include:

- Consumables
- Equipment (max. 10% of the South African budget)
- Joint seminars, workshops and symposia;
- International travelling, accommodation & subsistence

Bursaries, salaries, project management fees, insurance & medical care will not be included in the funds for South African researchers. The NRF has the “Scholarships and Fellowships Funding Programme” which researchers can access to apply for students’ bursaries. The contact person is Ms Yolanda Davids, Grant’s Director at either +27 481-4114 or e-mail address: Yolanda@nrf.ac.za.

The DST and the NRF recently released a media statement announcing ZAR 798 million over the next three years for Human Capital Development Programmes (including bursaries, post doctoral fellowships and PhD qualification attainment programmes). South African researchers in this Swiss-South African bilateral call are urged to leverage student support funding from open calls that will be made on these funds. Please contact the Department of Science & Technology for more information in this regard.

Visiting costs between Switzerland and South Africa

When budgeting visits between the Swiss and South African partners, the travel expenses are to be charged to the budget of the visitor and the living expenses to the budget of the host. Health insurance should be arranged and paid for by the visitor.

The following flat-rates are to be used:

- Living expenses for visiting scientists from South Africa to Switzerland:
 - Short-term visits (up to two weeks): CHF 160 per day
 - Long-term visits: CHF 3,600 per month
- Living expenses for visiting scientists from Switzerland to South Africa:
 - Short-term visits (up to two weeks): ZAR 1,200 per day
 - Long-term visits (more than two weeks): ZAR 37,200 per month
- Travel expenses for visiting scientists from Switzerland to South Africa:
 - To Johannesburg: CHF 1,500 per person
 - To other places in South Africa: CHF 1,700 per person

6. Submission

Proposals are to be jointly prepared by Swiss and South African applicants. They must be submitted by the Swiss main applicant to the SNSF via its electronic submission system (mySNF, www.mysnf.ch). South African partners can have access to the electronic submission system through their Swiss partner.

South African researchers please note that applications must be submitted via the SNSF on-online system, as indicated above. Applications submitted in South Africa and not via the SNSF on-line system in Switzerland will not be processed.

No hard copies will be accepted. The call process is highly competitive, therefore an application does not guarantee funding. Only positively rated applications will be considered for funding. Neither the SNSF nor the NRF will be held responsible for non-submission of the application.

After login into mySNF, the correct funding scheme must be chosen (Programmes (national and international) > Bilateral Cooperation (Initiatives of the State Secretary for Education, Research and Innovation) > Swiss South African Joint Research Programme (SSAJRP)).

The application consists of two parts:

- The administrative part, which must be completed online
 - Personal data of the Swiss main applicant
 - Personal data of the South African main applicant
 - Personal data of the co-applicant(s) from Switzerland and/or South Africa
 - Personal data of the private partner(s)
 - Basic data on the project (e.g. title, research field, starting date, duration, summary)
 - Declaration stating whether the application is use-inspired
 - Funding requested from the SNSF
 - Information on authorisations required in Switzerland
 - Other information (e.g. Indication if the project is related to other SNSF projects, indication concerning at which Swiss university/research institution the planned project will be implemented, indications concerning national and international collaborations, indications concerning already available funds or funds requested elsewhere)

- PDF documents to be uploaded to mySNF
 - The research plan (must have the structure indicated in Annex 1) including the funding requested from the NRF
 - The CVs and publication lists of **all** applicants and other researchers involved. The CVs of the South African partners must indicate their Identity Document (ID) Number and/or passport number and their race.
 - Confirmations from the South African institute with relevant stamps and signatures (see Annex 2)
 - If applicable, equipment quotes
 - Other documents

For specific questions related to www.mysnf.ch, please contact the support team by e-mail (mysnf.support@snf.ch) or telephone (+41 31 308 22 00). Please note that you need a user account in order to submit proposals via mySNF. To open an account, please register with the SNSF as a user. Applicants with existing user accounts need not apply for new ones.

Deadline for submission of applications: 28 February 2013 (midnight CET). Late or incomplete applications will not be considered.

Language: All the information provided in the administrative part and all uploaded documents must be in English.

7. Evaluation

Peer review: Proposals for JRPs will be reviewed according to international peer review standard procedures, jointly organised by the SNSF and the NRF. The peer review experts are designated by the members of the evaluation panel. These external experts do a peer review of the applications in a score system, verifying the scientific quality of JRPs. We will endeavor to have applications declared as “use-inspired” reviewed by external experts from the practical realm. A minimum of two reviews are required per proposal.

Evaluation panel: An evaluation panel will be set up; it will be composed of international experts proposed by the SNSF and the NRF. Based on the peer reviews, the evaluation panel will assign each project to one of six evaluation categories. Recommendations will include rationale. Proposals assigned to the category in which the funding line lies will be rediscussed and ranked. Priority will be given to applications in the highest categories regardless of the research area.

Decision: At the SNSF, the rating effected by panel will need to be approved by the Specialised Committee for International Co-operation and the Presiding Board. At the NRF, it will be approved by the Executive Committee. Finally, the SNSF and the NRF will present a consolidated recommendation to the Swiss-South African Joint Committee. This body will take the final decision.

The criteria used to evaluate the scientific quality of the proposals include:

- Scientific relevance and interest of the project at national and international level
- Originality of the aims and objectives
- Appropriateness of the methodology
- Experience and past performance of applicants
- Competence of research partners with respect to the project
- Complementary qualities of research partners
- Feasibility of the project
- Capacity building (student development)

The evaluation results will be communicated to the researcher at the end of September 2013. The Swiss main applicant will receive a standard decision letter from the SNSF. In case of rejection, the main reasons leading to the decision will be given. In case of approval, the Swiss budget and the conditions will be listed. If applicable, the Swiss main applicant will be responsible for transmitting the decision to the other Swiss applicants. The South African main applicant will be informed by the NRF via a standard decision letter.

Earliest possible starting date for the JRPs: 1 November 2013

8. Reporting

Swiss and South African project partners will report separately to SNSF and NRF respectively. Scientific and financial reports are to be submitted yearly. SNSF and NRF will prepare a common template for the scientific report, so that the consortia will only need to prepare one report to be submitted to both organisations.

In Switzerland:

The Swiss main applicant will be responsible for the reporting to SNSF. Both for the financial and the scientific report, the standard SNSF regulation will apply. However, scientific reports are to be submitted yearly. They include a qualitative (template provided) and a quantitative part (output data).

In South Africa:

A commitment to both scientific and financial reporting on the project annually, and upon its completion, is an obligatory condition of funding.

9. Payments

In Switzerland (SNSF funding):

The standard SNSF rules apply. In principle, the budgets for JRPs are transferred in annual instalments to the Swiss PI at the beginning of a project year.

In South Africa (NRF funding):

Funding is paid into the account and administered by the institutions to which PIs are affiliated.

10. VAT

In Switzerland (SNSF funding):

The JRP grants are not subject to VAT or other taxes and charges. However, research expenses are not excluded from VAT. Therefore, all costs budgeted in a JRP (e.g. equipment, consumables, etc.) can be charged to the programme, VAT included, unless the research institution (e.g. universities, public research organisations, etc.) is able to recover the VAT.

In South Africa (NRF funding):

There are no VAT implications for South African researchers.

11. Publications and intellectual propriety

The PIs are obliged to publish research results coming from the JRPs in appropriate form and according to SNSF and NRF standards.

Applicants must consult both the Swiss and South African guest institution concerning their internal intellectual propriety regulations. For market-oriented projects, it is important that an agreement be made before the project starts. It is both PIs responsibility to make sure such an agreement is signed before the project starts.

12. Further information and contacts

In Switzerland

Swiss National Science Foundation
Dr. Gillian Olivieri
Division for International Co-operation
Wildhainweg 3, PO Box 8232
CH-3001 Berne
Internet: www.snsf.ch
E-mail: golivieri@snf.ch or international@snf.ch

In South Africa

Programme related queries

Mr. Teuns Phahlamohlaka
Science and Technology Agreements Fund
Tel: +27 (0) 12 481 4385
Fax: +27 (0) 21 481 4044
Email: teunsp@nrf.ac.za

Grant related & technical queries

Ms Lee Anne Seymour
International Research Grants
Tel: +27 (0) 12 481 4121
Fax: +27 (0) 86 639 9571
Seymour@nrf.ac.za

Annex 1: Guidelines for writing the research plan (scientific part of the proposal)

The research plan should be organised in 5 sections (2.1. – 2.5.), preceded by a summary (1.) and followed by additional information requested for the South African side (requested funding from NRF, research authorisation in South Africa) (3.).

We kindly ask you to use the section headings indicated below. The proposals will be sent out for external review. In order to ensure that the scientific content of your proposal can be adequately assessed, please provide a detailed research plan which sets out clearly the aims, objects and methods of the project you are planning.

1. Summary of the research plan (max. 8000 characters)

Should give the most important features of your research plan and place your project in a broader scientific context. This summary should be an exact copy of the one you have written in the mySNF data container “Basic data II”.

2. Research plan

Maximum 20 pages and 80,000 characters including blank space, figures, tables, formulae and references. The font size should be 10 pt with a line spacing of 1.5. In general, appendices are to be avoided.

2.1 Current state of research in the field

By citing the most important publications in the relevant field, please set out the scientific background and basis of the project, explain the need to perform research on the topic you propose, and briefly describe important research currently being conducted internationally.

2.2 Current state of own research and partnership aspect

- Please describe briefly the work done by the different applicants in the relevant research field or in related fields and indicate the relevant publications.
- Explain how the different applicants complement each other for the proposed research
- Describe past collaborations that involved the Swiss and South African partners (if any).

2.3 Detailed research plan

Information on aims, rationale, methods and data

Against the background described in sections 2.1. and 2.2., please state the aims that you plan to attain during the lifetime of the project. Please consider the following points:

- Which investigations and / or experiments do you plan to carry out / are necessary to attain the stated aims?
- What is the rationale for getting the project started and how will the work most likely develop later on?

Information concerning the methods necessary to attain the aims:

- Which are the methods available to you?
- To which other methods do you have access and how?
- Which methods need to be developed?

Data and data collection:

- Which data are available to you and from where?
- Which data need to be collected?

2.4 Work division, schedule and milestones

- Please indicate how you plan to divide the work among the different partners
- As far as possible, please give an approximate schedule for the work to be carried out within the project and indicate the most important milestones. In particular, please describe the major tasks of the staff to be employed within the project by the different partners and point out to the capacity building aspect.
- List the planned visits between the Swiss and South African research groups (visiting scientist, hosting scientist, purpose of visit, date and duration of visit).

2.5 Importance and impact

Scientific importance and impact

Please describe briefly the importance of your research to the scientific community and the impact you expect from the project on research and training / teaching in your field / discipline. Please indicate how you will publish / communicate your results.

Broader impact

If you have indicated that your application is use-inspired research, please indicate whether and to what extent the proposed project will have a broader impact and what this impact will be. The following points should be addressed:

- Need for research as perceived by practitioners/industry: Are there any knowledge gaps? Are innovations and improvements expected?
- Transferability of results: To what degree can research results be put into practice?
- Other potential impacts: In which spheres outside science could the implementation of the research results entail changes and what is the nature of these changes?

3. Additional information requested from the South African side

3.1 Requested budget from NRF

Please indicate the requested budget by the South African partners in ZAR. The budget should be subdivided by year (year 1, year 2, year 3 and total), South African partner (e.g. South African PI, other South African partner and total) and funding category (Consumables; Equipment; Joint seminars, workshops and symposia; International travelling, accommodation & subsistence; Total). The table below provides an example of how the requested budget by South Africa should look like.

Category	SA Partner	Year 1	Year 2	Year 3	Total
Consumables	PI				
	2 nd				
	Total				
Equipment	PI				
	2 nd				
	Total				
Joint seminars, workshops and symposia	PI				
	2 nd				
	Total				
International travelling, accommodation & subsistence	PI				
	2 nd				

	Total				
Total	PI				
	2nd				
	Total				

The requested budget from SNSF needs not to be indicated here. It is to be provided in the mySNF data container “Requested funding from SNSF”.

3.2 Requested research authorisations in South Africa

Scientists from South Africa who intend to perform research requiring authorisation or notification (for research on humans, human embryonic stem cells, vertebrates, decapods, cephalopods, pathogens and genetically modified organisms) in their project must declare this below. Copies of the authorisation or notification can either be scanned and uploaded in the course of the online submission or sent to the SNSF by regular mail.

The requested research authorisations in Switzerland need not to be indicated here. This information is to be provided in the mySNF data container “Research requiring authorisation or notification”.

Annex 2: Confirmation of South African institute

Please upload, in the mySNF under the data container “Confirmation host institute”, a confirmation from each South African institute participating (Research Authorizing Officers) with relevant stamps and signatures. The table below provides an example of how the requested confirmation should look like.

Principal Investigator Name (SA):	
Position:	
Signature:	Date:

Research Authorising Officer Name:	
Signature:	Date: