



صندوق العلوم والتنمية التكنولوجية
Science & Technology Development Fund



**STDF Support of Scientific Events (STDF-SSE)
(Conferences, Seminars, Forums, Workshops,
Training Courses)**

Science and Technology Development Fund

www.stdf.org.eg

Call for Applications

November, 2018



I. Introduction

The Science and Technology Development Fund (STDF) was established by Presidential Decree number 218/2007. Its mandate is to promote science and technology (S&T) through funding scientific research and technology development in a way that supports the complete cycle of innovation. STDF implements its objectives within the context of the national S&T development strategy, which is established by the Higher Council for Science & Technology. The Egyptian ministries with the strongest impact on Egypt's national economy are represented in the council to direct the research activities towards the S&T activities which have a direct influence on the national development plans.

II. Grant Description & Objectives

STDF mission is to generate the human, logistic and other resources that are needed for the completion of the cycle of innovation. Accordingly, the STDF specific objectives are to improve Egypt's research and development (R&D) environment, fund S&T activities, develop innovation capacity, enhance and monitor S&T systems and develop appropriate and flexible funding mechanisms for S&T.

Within this context, the STDF Board of Directors has approved the launching of an open new funding mechanism on a competitive basis, to Support of Scientific Events (STDF-SSE), with the aim of providing universities and scientific research institutions with financial support for holding seminars, forums, workshops, training courses & conferences. With this grant, STDF supports both the human resources capacity building and the dissemination of information on science and technology in Egypt, both of which are main components of STDF's mandate.

STDF privileges as funding agency for the event are as follows;

- **STDF is the main co-organizer of the event** together with the event organizer and the host institution.
- **The organizer and the host institution of the event are committed to provide a representative of STDF with the time and facilities to make a presentation about STDF's activities during the opening or plenary sessions of the event.** Also, STDF's logo and web address will be printed on all publications and promotional material related to the event. STDF will also place a promotional poster in a clearly visible location at the event's venue.

- **STDF will have all the privileges of publishing a one-page coloured advertisement in the main publication**, without any costs, issued by the organizing institution in relation to the event (e.g. conference proceedings, workshop recommendations, ... etc.).
- **STDF will have the privilege of printing STDF's logo on all the banners and posters of the event.**

The funds provided by STDF (up to LE 100,000) for the support of a scientific event are divided into 4 categories, as follows:

1st Category: with funding of up to 5,000 to 20,000 LE supporting seminars, according to the number of participants.

2nd Category: with funding of 20,000 to 50,000 LE, supporting workshops, and training courses, according to the number of participants.

3rd Category: with funding of 50,000 to 70,000 LE, supporting conferences, according to the number of participants.

4th Category: with funding of 70,000 to 100,000 LE, supporting forums, according to the number of participants.

In addition to the above 4 funding categories, other proposals which do not fit within the aforementioned categories will be investigated by independent experts, and their recommendation will be presented to STDF's Board of Directors, which will take the final decision.

III. Eligibility Criteria

The following eligibility criteria apply to this grant:

- Any Egyptian research institution, university or nongovernmental organization (NGO), is eligible for receiving STDF funding in accordance with the laws, rules and regulations of governmental funding.
- In all contractual, reporting and monitoring procedures, the university, research institution or NGO receiving the funds will be represented by an **Egyptian PhD holder** (all ages) having well-documented scientific research and development activities, who will act as the "Event Coordinator/Organizer".

- In cases where the proposed event is financially supported by other STDF funding mechanisms or programs, or by any other funding agency, such sources of funding should be clearly stated in the application. Preference will be given to applicants who do not have funding other than that provided by STDF.
- The proposed eligible events should be held in the Egyptian research institution, university, or nongovernmental organization (NGO), with which the Event Coordinator is affiliated.
- The application for support of a scientific event must be submitted at least three months before the event's start date.

IV. Application Submittal and Evaluation Process

- All applications must be drafted using the exact formatting requirements for the current call, as given in the Application Form ([Download Application Form from here](#)). Failure to adhere to the exact format required will automatically deem the application ineligible. All applications must then be uploaded to the STDF website (www.stdf.org.eg), to which registration is required; applications submitted by e-mail or sent as hard copies will not be considered. All applications must be in English
- The application must include a letter from the implementing institution's legal representative stating the event's title, as well as the name, position and affiliation of the Event Coordinator. The letter should clearly state that the institution endorses the event. In cases where the institution is seeking additional funding from another institution(s), this must be clearly and explicitly stated in the letter. This letter must be signed and stamped by the institution.
- All applications will be evaluated on a competitive basis. STDF will ensure that the evaluation process is transparent, impartial and applicant-supportive. Applications submitted to this grant will be subjected to scientific and technical evaluation in light of the proposed event's thematic area, its expected impact on the S&T community, the number of national and international participants, participation of the private sector and NGOs, contributions by eminent scientists and invited speakers, ... etc.

The evaluation criteria can be stated as follows:

- The scientific field which the event covers
- The applying institution's track record of success in the field
- The geographical distribution and the geographical impact of the event

- Scientific societal need
- Economic and social impact
- The collaboration and participation of international partners, invitees or speakers
- The number of partners organizing the event, including governmental and/or private sector partners and investors

V. Eligible Expenses

Funds provided by STDF for the Support of Scientific Events can only be used for the following purposes:

- Purchasing flight tickets (economy class, using national airlines whenever possible) for foreign scientists & eminent Egyptian scientists in Diaspora who are invited to the event.
- Accommodation and local transportation
- Printing of documents & publications (e.g. conference proceedings, reports, training booklets, workshop recommendations, etc.), promotional material (event invitations & program, leaflets, banners, posters, ... etc.), as well as any other publications and/or printed material related to the event.
- Purchasing of locally manufactured textile printed bags.

Important remark: the hosting organization is kindly requested to support the needs for food and beverages for snacks and/or coffee breaks during the event.

VI. Technical and Financial reports

A total of 10% of the total budget of the event will be disbursed after the submission and the acceptance of the technical and financial reports by the coordinator/organizer of the event and after submissions of a short video, presentations and photos for the event as well as the recommendations suggested from the event coordinator based on the opinions of the attendees; the reports must be signed and sealed by the host institution, within two weeks after the event. The technical report must give a brief and concise summary of the event, list of participants, invited speakers and guests (with their full and correct contact information), soft and hard copies of the event publications, bags, clips...etc. The financial report must include a budget table showing an itemization of the disbursed funds.



VII. Timetable

Launching date of the call: 12th of Nov., 2018

Deadline for application: 12th of Dec., 2018- 12:00am

VIII. For inquiries:

Science and Technology Development Fund - STDF

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