

Science and Technology Development Fund
www.stdf.org.eg

Guide for Applicants

Special Targeted Call
Applicable Solutions to Control Pollution

(Call 1)

(Autumn 2018-Batch 1)

“TC/1/Pollution/2018”

November, 2018

Table of Contents

I. Important Remarks for All Grants	3
II. Targeted Call themes:.....	4
Eligibility Criteria.....	5
Application procedures	5
Proposal Application Form	5
Evaluation criteria	6
Evaluation criteria applied to proposals.....	6
Before the evaluation.....	6
Budget Estimation	6
Payment procedures	6
Eligible costs (Allowable).....	7
Follow Up.....	8
Technical Reports:	8
Financial Reports	8
GANTT chart	8
Evaluation of Technical Reports	8

I. Important Remarks for All Grants

These remarks apply for ALL STDF Grants

- All proposals must be uploaded to the STDF website, proposals submitted by e-mail or send as hard copies will not be considered.
- Please download the Guide for Proposal Writing for the exact format and requirements.
- No project should be submitted simultaneously in more than one grant.
- Each PI can only submit one proposal in each call (No duplicate submissions of the same proposal is allowed).
- DO NOT submit proposals previously funded either by STDF or any other funding agency. Proposals deemed to be funded by other grants will be disqualified & applicants will be banned from submitting proposals to STDF for 5 years.
- Any publications produced as a result of STDF funded proposals, should acknowledge STDF funding in the publication.
- STDF's IPR rules and regulations apply for all relevant cases.
- All proposals MUST be in English Language, Arabic is allowed only for proposals in the field of Humanities.
- A letter from the institution director is required stating that the project idea was not funded or submitted to another agency (national or international). The letter should be signed and stamped by the institution.
- Foreign partners are allowed in these grants only as consultants, and only consultants' fees are allowed for those partners.
- If more than one institution is involved it has to be clearly stated which institution is in charge and the role of each institution has to be specified.
- Please use the exact formats required in the Guide for Proposal Writing.
- Equipment purchased using STDF funds MUST be available to all researchers funded by STDF.

II. Targeted Call:

The current Targeted Call is directed towards any University/Research Institute researcher/group of researchers in Egypt at all ages and all disciplines who are capable of achieving economically competitive applicable solutions to control pollution. In the below-mentioned topics:

Targeted call Themes;

Air pollution

- Burning of Agricultural Wastes
- Vehicles Exhaust
- Burning of Municipal Waste

Water pollution

- Industrial pollutants
- Agricultural pollutants

Soil pollution

- Industrial wastes
- Urban wastes (drainage, disposal of trash, waste deposition)
- Agricultural practices (Fertilizers, Pesticides)
- Radioactive pollutants

Plastic pollution

- Marine litter
- Plastic recycling

Noise pollution

- Roadway noise

The proposal may address controlling pollution through different approaches including; recycling, waste minimization, mitigating, prevention and compost.

Eligibility Criteria

- Any researcher (PhD holder) or group of researchers (affiliated to an Egyptian Scientific Entity) in Egypt can apply for this Grant.
- The project shall have applicable outputs that could solve any of the addressed problems of national priority in Egypt.
- Applications with industrial or governmental partners will be highly encouraged and supported.

Application procedures

Application for this grant is done on the basis of a full application submission in a single file as per the instructions.

Proposal Application Form

To include:

- Cover Page
- Part A: The Research Team
 - Research Team Information Table
 - Biographies
- Part B: The Research Proposal
 - English Abstract
 - Arabic Abstract
 - Introduction / Background
 - Objectives
 - Research Approach and Methodology
 - Equipment
 - Travel
 - Project Management
 - Time Schedule - Gantt Chart
 - Expected Project Outcomes and Impact
 - Budget Table
 - Budget Justification
 - Key References
- Annexes
 - Annex 1: Research Team Information Table
 - Annex 2: Curriculum Vitae (PI & all research team members)
 - Annex 3: Gantt Chart.
 - Annex 4: Budget Table.
- A scanned copy of the signed acknowledgment form.
- A scanned copy of the signed and stamped PI institution endorsement letter.
- A scanned copy of the signed and stamped industrial or governmental endorsement letter (if applicable).

(Please refer to the unified application form)

Evaluation criteria

Generally speaking, funds are awarded to proposals that are:

- Competitive.
- Innovative.
- Having the settlement of the S&T in Egypt as one of its main outcomes
- Having a clear impact on industry and/or research.

The evaluation of proposals is carried out by STDF with the assistance of national / international independent experts. STDF staff ensures that the evaluation process is transparent, robust and fair, and in alignment with its rules and regulations.

Independent experts performing technical evaluation are expected to be: acting on their own will, independent, impartial and objective.

Evaluation criteria applied to proposals

- S&T QUALITY (Scientific and/or technological excellence)
- Applicability (Quality and efficiency of the implementation and the management)
- IMPACT of the project on socioeconomic indicators (Potential impact through the development, dissemination and use of project results)

Before the evaluation

- Proposals received by STDF are registered, acknowledged, and their contents entered into a database to support the evaluation process.
- Eligibility criteria for each proposal are also checked by STDF staff before the evaluation begins.
- Proposals which do not fulfill the eligibility criteria will not be considered for technical evaluation.
- Proposals which are not in alignment with the Guide for Proposal Writing available at the website will be considered ineligible

Budget Estimation

Upon the approval of STDF, a maximum grant of **3,000,000** Egyptian Pounds for two years disperse. The fund is awarded to the accepted project in order to cover all costs required to accomplish the project during its entire period, **the required budget must be strictly justified.**

Grant applications must include **a detailed estimated budget** in which all prices are given in Egyptian Pounds (Annex 4: Budget format in the unified application form).

Payment procedures

When a project is approved by STDF, a contract agreement will be signed between STDF, the Principle Investigator (PI) host institution, and the PI.

The budget will be disbursed on installments. The first installment will be disbursed at the beginning of the project. The following installments will be paid after the receipt and approval of the technical reports. (As described in the follow up section)

Eligible costs (Allowable)

The eligible direct costs for the research are the costs identified as specific costs directly linked to the performance of the research. (Please see the application form for the required format).

The cost of staff

(Please see the unified application form for the required format).

Travel cost

Total cost of travel should not exceed 10% of the total budget of the project. Travel costs are calculated upon the receipt of the actual costs of travel (plane ticket invoice, train tickets, etc.), while costs of stay (in other countries) are calculated upon a flat per diem rate for each country. Justification for all travel must be clearly stated in the proposal (Purpose- duration – relatedness to project – expected outcome).

Provided acceptable justification is provided, any team member is only allowed one international trip per year. In all cases, STDF will only support a maximum of two trips per year and will bear the cost of travel for a maximum of one month per year. In case more than one team member want to attend the same conference or training, STDF will bear the cost of travel for one member only.

The cost of Equipment

List the equipment available at your institution, and which will be used in the project. List the equipment that you need to purchase using STDF funds. The needed equipment should be listed in a table that shows the purpose for which each equipment will be used in the project, and its cost, i.e. the justification for purchasing each piece of equipment should be clearly stated.

STDF funds could be utilized for the purchase of new equipment, equipment repair, equipment upgrading, and /or purchase of spare parts and for equipment maintenance along the project.

Indirect Costs

A total of 20% of the total budget of the project excluding the cost of equipment might be allocated as indirect costs that are payable to the Researcher(s) host institution (Where the Researcher(s) is/are conducting the research work). Such indirect costs are payable for the usage of facility and infrastructure of the host institution and should cover the cost and salaries of administrative work. Please consider that the indirect costs shall be allocated for the services needed to facilitate better performance of the project.

Ineligible costs

The following costs shall not be considered eligible:

- Return on Capital.
- Interest Owed.
- Exchange Losses.

Indicative Budget for **two years proposal** refer to the filling budget format table (announced on the STDF website (www.stdf.org.eg) and in the Application form

Follow Up

Technical and financial reporting system are announced on the STDF website (www.stdf.org.eg)

Technical Reports:

Two reports are requested every year signed and stamped from the Institution.

Financial Reports

Four reports are requested every year (quarterly) signed and stamped from the Institution as well as all the expenditure vouchers.

Gantt chart

The Gantt chart MUST be Updated and uploaded on STDF's website every 6 months.

Evaluation of Technical Reports

All submitted reports are evaluated by STDF and a feedback is sent to the project's PI.

If the project is unexplainably not performing according to the original proposal, STDF will take all measures in order to stop the project and recover the budget allocated.

In the event of receiving a follow-up report that is rejected by evaluators, STDF has the authority to impose additional follow-up reports (totally independent from the regular follow-up reports stated before) or cancelling the contract as a whole.

Intellectual Property Rights (IPR)

The applicant and the endorsing institution(s) shall conform to the STDF-IPR regulations, detailed as a separate document on the STDF website (www.stdf.org.eg).

Call Timeline

- Launch of Call for proposals: 13th of November, 2018
- Deadline for Submission of proposals: 31st of December, 2018 at 12:00 am
- Announcement of selected proposals: March, 2019
- Funding Decisions will be announced on April, 2019.
- Contracting will be by the first week of June, 2018.

Contact

If you have any queries, please contact (hanan.rady@stdf.eg) at Science and Technology and Development Fund (STDF).