



Grants Management and Systems Administration
Masters and Doctoral Scholarships Grants
Application and Funding Guide for 2017

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List of Acronyms

APR	Annual Progress Report
DA	Designated Authority
GMSA	Grants Management and Systems Administration
HEI	Higher Education Institution
HICD	Human and Institutional Capacity Development
RISA	Research and Innovation Support and Advancement
NRF	National Research Foundation

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Application and funding guidelines are explained in this document. Applicants must read this document together with the NRF Freestanding, Innovation and Scarce Skills Development Fund (SSDF) Masters and Doctoral Scholarships Framework Document which highlights the eligibility criteria and requirements of each funding instrument.

For technical online enquiries, please contact the NRF Support Desk during office hours from 08:00 to 16:30 Monday to Friday.

Tel: 012-481 4202

E-mail: supportdesk@nrf.ac.za

1. Introduction

This Guide provides an overview of the application process and funding guidelines for the NRF Freestanding, Innovation and Scarce Skills Development Fund (SSDF) Masters and Doctoral Scholarships funding instruments. It should be read in conjunction with the above-mentioned **Framework document** which may be accessed at <https://nrfsubmission.nrf.ac.za>. The Framework document provides detailed information with respect to the objectives of the funding instruments, eligibility criteria and so forth. This document does not however, constitute a complete set of the policies, procedures or systems used by the NRF.

2. Value of support

Scholarship values for full-time postgraduate students are indicated in (**Tables 1, 2 and 3**). Masters (NRF Freestanding only) awards will be administered as a block grant to universities at which the students will be registered for a postgraduate degree (**Table 2**). The period of support is calculated from the first year of registration for the study or research regardless of NRF funding.

2.1. Innovation, SSDF and students with disability

Table 1: Bursary and Scholarship values for Innovation, SSDF and Students with Disability for full-time postgraduate studies for the 2017 academic year.

Level of study	Scholarship value (per annum)	Maximum Funding period
Masters	R90 000	2 years
Doctoral	R120 000	3 years

Assistive devices for students with disabilities

Scholarship-holders with a disability may apply for additional funding for an assistive technology device of up to R20 000. This is the maximum amount allowed during the tenure of the scholarship. As defined by the Individuals with Disabilities Education Act Amendments of 1997 (IDEA), an assistive technology device is *"any piece of equipment, or product system, that is used to increase, maintain, or improve functional capabilities of individuals with disabilities"*.

Travel grants for Masters Students

In addition, Masters scholarship-holders may apply for a travel grant of up to R15 000 which may be used to attend local conferences, workshops, and a visit to a laboratory or any other activity that supports the beneficiaries' current research progression. This is the maximum amount allowed during the tenure of the scholarship for Innovation, SSDF and students with disabilities.

Travel grants for Doctoral students

Doctoral scholarship-holders may apply for a travel grant of up to R15 000, for local travel, and up to R50 000, for international travel. These funds may be used to attend conferences, workshops, visits to a laboratory or, any other activity that supports the beneficiaries' current research progression. These are the maximum amounts allowed during the tenure of the scholarship for Innovation, SSDF and students with disability.

Scholarship-holders who wish to access the travel grant and/or assistive technology device must complete a travel grant and/or assistive technology device application form accessible from the NRF system for consideration and approval/disapproval by the NRF.

2.2. NRF Freestanding

Table 2: NRF Freestanding Bursary and Scholarships values for fulltime postgraduate students for the 2017 academic year

Level of study	Scholarship value (per annum)	Maximum Funding period
Masters	R50 000	2 years
Doctoral	R70 000	3 years

Assistive devices for students with disabilities

Student with disability scholarship-holders may apply for additional funding for an assistive technology device of up to R20 000. This is the maximum amount allowed during the tenure of the scholarship. As defined by the Individuals with Disabilities Education Act Amendments of 1997 (IDEA), an assistive technology device is "any piece of equipment, or product system, that is used to increase, maintain, or improve functional capabilities of individuals with disabilities".

Travel grants for Masters and Doctoral Students

In addition, Masters and Doctoral scholarship-holders may apply for a travel grant of up to R10 000 which may be used to attend local conferences, workshops, and a visit to a laboratory or any other activity that supports the beneficiaries' current research progression. This is the maximum amount allowed during the tenure of the scholarship for NRF Freestanding.

Scholarship-holders who wish to access the travel grant and/or assistive technology device must complete a travel grant and/or assistive technology device application form accessible from the NRF system for consideration and approval/disapproval by the NRF.

2.3. Doctoral Abroad

The value of the scholarship will be calculated as the equivalent of the United States Dollar (USD) of 22 000 per annum, for a maximum of four (4) years (**Table 3**), and will be paid out in the currency of the country in which the Doctoral studies will be undertaken. In addition, the NRF will cover the cost of:

- A single cheapest economy airfare for travel to the country in which the Doctoral studies will be undertaken; and
- A single cheapest economy airfare to return to South Africa upon completion of the Doctoral studies abroad.

Table 3: NRF Doctoral abroad Scholarship, for fulltime postgraduate students for the 2017 academic year

Level of study	Scholarship value (per annum)	Maximum Funding period
Doctoral	22 000 USD	4 years

The NRF will not cover any costs for accompanying family members or any other related costs associated with the Doctoral studies. The applicant will be responsible for securing additional funding to cover any shortfall in funding required to undertake his/her doctoral studies abroad.

3. Application Process

The NRF is publishing the NRF Freestanding, Innovation and Scarce Skills Development Fund Masters and Doctoral Scholarships Call on the NRF website that is accessible online at <https://nrfsubmission.nrf.ac.za>. Each applicant is limited to only one (1) application per year. Once an applicant submits an application, it will be duly authorised and approved by the Designated Authority (DA) of the research administration at the prospective South African host institution where the applicant intends to undertake the Masters or Doctoral studies. Applications will be automatically routed to the institutional DA of the submitting institution for validation on the deadline date determined by individual institutions. Applicants must enquire with their institutions regarding internal closing dates. The processing of a successful grant application takes approximately five (5) months from the closing date of applications until the commencement of funding.

4. How to Submit Applications

All applicants must consult with his/her proposed supervisor in the process of submitting an application to ensure that the supervisor is in agreement with the scientific aspects contained in the application and, the proposed work plan for completion of the degree.

Applications may be completed on the NRF Online Submission System at <https://nrfs submission.nrf.ac.za> from **Thursday, 02 June 2016.**

Applicants are advised to complete their applications well ahead of the closing date to prevent IT system overload nearer the **closing date of Friday, 29 July 2016.**

Step 1: This is an electronic submission system and applicants must be registered on the system in order to create and complete an application. If you were registered on the NRF Online System (<http://nrfonline.nrf.ac.za>) before February 2012, your details would have been migrated to the new NRF Online Submission System (<https://nrfs submission.nrf.ac.za>). If you experience problems accessing the system with your NRF Online password, use the Reset Password button. **If you are not yet registered on the NRF Online Submission System, you must register to access the application form.**

The screenshot shows the NRF Online Submission System homepage. The browser address bar displays <https://nrfs submission.nrf.ac.za/NrfMkt/Default.aspx>. The page features the NRF (National Research Foundation) and RISA (Research and Innovation Support and Advancement) logos. A navigation menu on the left includes links for Home, New Registration, and Reset Password. The main content area contains a 'Home' link, a 'Feedback Support' link, and a section titled 'Instructions' with the following text:

- If you have already registered on the previous systems (NRF Online and Interim), please use your existing login details to access this system. If you have forgotten your password, please click on the Reset Password link on the left-hand menu.
- For technical online enquiries, please contact the Support Desk (Mondays to Fridays from 08h00 to 16h30) on:
Tel: +27 12 481 4202
E-mail: supportdesk@nrf.ac.za
- To access call related documents, please refer to the Open Calls block below. Click on the icon next to the relevant call to show a list of document(s). To open the document, click on the relevant link.

Below the instructions, there are two main sections: 'Log In' and 'Open Calls'.

Log In

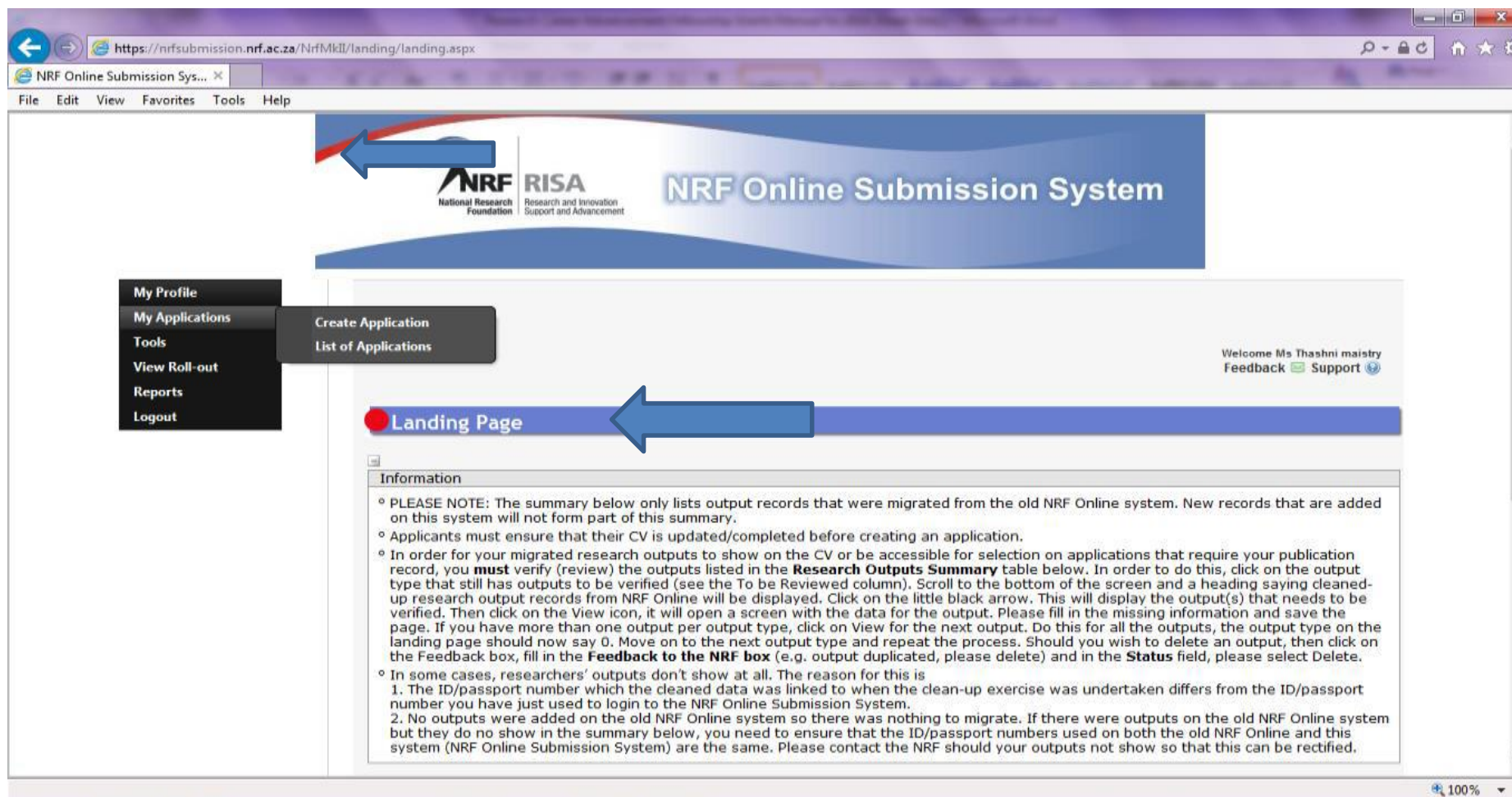
ID/Passport/Unique Number:
Password: [Show Password](#)
[Reset password.](#)
[Not registered? Click here to register.](#)

Open Calls

- Call for 2016 SANCOR Postdoctoral Fellowship
- Call for SANCOR International Travel Student Award for 2016
- DST – NRF Fellowships for Early Career Researchers from the UK 2017
- DST-NRF Conference Fund 2017
- Extension Scholarships for Masters and Doctoral Studies 2017
- Foundational Biodiversity Information Programme – Concept Notes

Most application screens have a screen and application-specific instructions to help the applicant work through the sections. Please read the instructions carefully before completing the section.

Step 2: Once you have logged onto the NRF Online Submission System, on the landing page, go to the left hand side black menu (tab indicated with blue arrow) to create a new application, go to My Applications-Create Application.



Step 3: Select the funding call for which you are applying on the create application screen (i.e. NRF Freestanding, Innovation or Scarce Skills Masters and Doctoral Scholarships 2017), this will open up a new application for you to complete. Please note that this must be selected only once. To continue working on an application, go to My Applications- List of Applications.

http://zapta01mk2dev/NrfMkIqa/Application/CreateApplication.aspx

NRF – TWAS Doctoral/Renaiss... NRF Online Submission System NRF Online Submission Sys...

Google (3) Google (2) Google Suggested Sites

NRF National Research Foundation
RISA Research and Innovation Support and Advancement

NRF Online Submission System

My Profile
My Applications
My Progress Reports
Logout

Quick Links

- Grantholder Tools
- Institution Facilities
- Panel Meetings
- Application and Output History (NRF Online)
- SKA SA Grants

Landing / My Applications / Create Application

Welcome Mrs Thandeka Mthethwa
Feedback Support

Create Application

Instructions

- Check your intended institution's internal closing date as it will be prior to the closing date listed for applications.
- A timeout will appear when there is no activity on the system for 25 minutes. Click on the refresh button (in the popup box) as this will enable the continuation/completion of the application. When clicking on the close button the system will close.

Call	Open Date	Closing Date	Apply
BRICS Multilateral Joint Call for Proposals 2017	25 April 2016	08 July 2016	
DAAD-NRF Joint In-Country Master's and Doctoral Scholarships 2017	20 May 2016	12 August 2016	
Equipment-related Travel and Training Grants 2016 - 1st call	26 February 2016	31 May 2016	
Knowledge, Interchange and Collaboration (KIC) 2016 – Round 2	12 May 2016	30 June 2016	
NRF Freestanding, Innovation and Scarce Skills Development Masters and Doctoral Scholarships 2017	10 May 2016	30 June 2016	
SASAC High-level System Analysis Capacity Strengthening Three Week Programme 2016	15 May 2016	30 June 2016	
South Africa - China Joint Science and Technology Research Collaboration Call for Project Proposals 2017	29 March 2016	03 June 2016	
South Africa / Germany Joint Call for Proposals 2017	08 April 2016	29 July 2016	
South Africa/Japan 2017 Joint Call Proposals	05 April 2016	03 June 2016	
Strategic Research Equipment 2016	21 January 2016	31 May 2016	

©NRF Online Submission System

[Disclaimer](#)

01:15 PM
2016/05/26

Step 4: Applicants are urged to complete or update ALL screens of the CV, including the Research Profile and Research Outputs (if applicable), as this information is evaluated in the review process and will impact on the overall assessment of your application.

Step 5: All sections marked with a red asterisks are compulsory sections in the application. These sections must be completed in order for the final submit button to appear. The sections without asterisks are non-compulsory sections. You may enter information in these sections, if you

have information to enter, such as research outputs. Completed sections will be indicated by a green tick on the main menu, while incomplete sections will have a yellow cross. All compulsory sections will guide you with error messages. Please follow these messages to help you complete the section correctly.

The screenshot displays the 'NRF Online Submission System' interface. At the top, there is a navigation bar with the system name and a 'Final Submit' button. Below this, a table lists various sections of the application, their completion status, the date they were updated, and an 'Edit' link. The sections include: NRF Call Information Documents, Registration Details, Contact Details, Qualifications, Research Expertise, Personal Profile, Career Profile, Books, Chapters in Books, Refereed/Peer-reviewed Conference Outputs, Articles in Refereed/Peer-reviewed Journals, Patents, Keynote/Plenary Addresses, Articles in Non-refereed/Non-peer Reviewed Journals, Other Significant Conference Outputs, Technical/Policy Reports, Products, Artefacts, Prototypes, Other Recognised Research Outputs, Disability, Degree to be Funded, Additional Information, Research Project Information, Preferred Panel, Academic Achievements, Details of Research, Attachments, References, Declaration, Checklist, and Print Preview. The 'Complete' column shows green ticks for completed sections and yellow crosses for incomplete ones. The 'Date Updated' column shows the date for each section. The 'Edit' column contains a pencil icon for each section.

Section	Complete	Date Updated	Edit
NRF Call Information Documents (Please read before starting this application)	26 May 2016		
Registration Details	26 May 2016		
Contact Details	26 May 2016		
Qualifications	26 May 2016		
Research Expertise	26 May 2016		
Personal Profile	26 May 2016		
Career Profile	26 May 2016		
Books	26 May 2016		
Chapters in Books	26 May 2016		
Refereed/Peer-reviewed Conference Outputs	26 May 2016		
Articles in Refereed/Peer-reviewed Journals	26 May 2016		
Patents	26 May 2016		
Keynote/Plenary Addresses	26 May 2016		
Articles in Non-refereed/Non-peer Reviewed Journals	26 May 2016		
Other Significant Conference Outputs	26 May 2016		
Technical/Policy Reports	26 May 2016		
Products	26 May 2016		
Artefacts	26 May 2016		
Prototypes	26 May 2016		
Other Recognised Research Outputs	26 May 2016		
Disability	26 May 2016		
Degree to be Funded	26 May 2016		
Additional Information	26 May 2016		
Research Project Information	26 May 2016		
Preferred Panel	26 May 2016		
Academic Achievements	26 May 2016		
Details of Research	26 May 2016		
Attachments	26 May 2016		
References	26 May 2016		
Declaration	26 May 2016		
Checklist	26 May 2016		
Print Preview	26 May 2016		

Step 6: *The Research Project* Information section will require you to select, from a drop down list, your proposed institution. If your institution is not on the list, please request by selecting the information or new button next to the question.

https://nrfs submission.nrf.ac.za/NrfMkII/Application NRF Online Submission Sys...

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 ◦ [Grantholder Tools](#)
 ◦ [Institution Facilities](#)
 ◦ [Panel Meetings](#)
 ◦ [Application and Output History \(NRF Online\)](#)
 ◦ [Application History \(NRF Interim\)](#)

Landing / My Applications / Edit Application - SFH13092648292 / Proposed Research Information

Welcome Ms Thashni maistry
Feedback Support

Research Project Information

Instructions

- All fields are compulsory in this section.
- The Short Title of Research Project field is restricted to 100 characters (including spaces).
- The Descriptive Title of Research Project field is restricted to 2 000 characters (including spaces) and should be a clearer description of what the research is about, therefore expanding on the Short Title.
- You MUST consult the attached information manual before completing your application form online.

Abroad Institutions

- Please select the feedback link and enter your request to add an institution abroad that does not appear on the list by stating the name of the institution to be added to the list.

Applicant's Proposed Institution ⓘ *

Short Title of Research Project *

Research Project Start Year *

Research Project End Year *

Budget Start Year 2014

Required Funding Period *

Budget End Year

Descriptive Title of Research Project

Has this research project previously been funded by the NRF? ☐ Yes ☐ No *

Step 7: In the academic achievement section, please enter your academic average from your previous degree by adding up all your marks and dividing by the number of courses. If your institution does not provide a mark, please enter pass in the field. The review panel will compare the scores entered with your requested academic transcript. Applicants that enter a pass instead of an average academic mark will not be able to score more than the default score for this section.

The final submit button will only appear once all compulsory sections are completed. Please remember to submit your application for consideration. When an application has been submitted by the applicant, it is automatically routed to the Designated Authority (DA) in the Research Office or Post Graduate Funding Office of the institution that you have selected, for internal review and validation. **Late applications, additional supporting documentation or information received after the closing date will not be accepted or considered.** It is therefore in the applicant's best interest to be fully compliant in submitting an application.

The screenshot displays the NRF Online Submission System interface. At the top, there is a header banner with the NRF and RISA logos and the text "NRF Online Submission System". Below the banner, on the left, is a dark sidebar menu with links: "My Profile", "My Applications", "My Progress Reports", "Tools", "Reports", and "Logout". Below the menu is a "Quick Links" section with red circular icons and links to "Grantholder Tools", "Institution Facilities", "Panel Meetings", "Application and Output History (NRF Online)", and "Application History (NRF Interim)". The main content area has a breadcrumb trail: "Landing / My Applications / Edit Application - SFP160531166985 / Academic Achievements". A welcome message "Welcome Mrs Zikhona Lose" with "Feedback" and "Support" links is in the top right. The "Academic Achievements" section is highlighted with a blue bar. Below it, an "Instructions" box contains two bullet points: "Please calculate your accumulated grade average for all subjects in final year of previous degree as well as the average for your major subjects in the final year of your previous degree and indicate the year that your previous degree was completed." and "If you have passed your previous degree, please enter the word 'pass' in the two cumulative grade point average fields below." Below the instructions are three input fields with red asterisks: "Cumulative grade point average percentage for all subjects of previous degree (e.g 65 or pass)", "Cumulative grade point average percentage for major subjects in the final year of previous degree (e.g 65 or pass)", and "Year in which previous degree was completed". At the bottom of the form are "Save" and "Return to Menu" buttons.

NRF Online Submission System

My Profile
My Applications
My Progress Reports
Tools
Reports
Logout

Quick Links

- Grantholder Tools
- Institution Facilities
- Panel Meetings
- Application and Output History (NRF Online)
- Application History (NRF Interim)

Landing / My Applications / Edit Application - SFP160531166985 / Academic Achievements

Welcome Mrs Zikhona Lose
Feedback Support

Academic Achievements

Instructions

- Please calculate your accumulated grade average for all subjects in final year of previous degree as well as the average for your major subjects in the final year of your previous degree and indicate the year that your previous degree was completed.
- If you have passed your previous degree, please enter the word "pass" in the two cumulative grade point average fields below.

Cumulative grade point average percentage for all subjects of previous degree (e.g 65 or pass) *


Cumulative grade point average percentage for major subjects in the final year of previous degree (e.g 65 or pass) *

Year in which previous degree was completed *

Save Return to Menu

Step 8: The *Details of Research* section is one of the most important sections in the application. Please provide an overview of your proposed research study in these sections. The section has specific instructions related to each screen. Follow the instructions to complete the section. It is important that you enter detailed information into this section as the input is taken into consideration during the assessment of your application. Appropriate literature references must also be included.

Step 9: The attachment section provides specific instructions for uploading attachments to the application. If you are a student living with a disability, you must also upload a medical certificate in support of your disability.



The screenshot displays the NRF Online Submission System interface. At the top, the NRF logo and RISA (Research and Innovation Support and Advancement) are visible. The main header reads 'NRF Online Submission System'. On the left, a sidebar contains navigation links: 'My Profile', 'My Applications', 'My Progress Reports', and 'Logout'. Below these, a 'Quick Links' section lists: 'Grantholder Tools', 'Institution Facilities', 'Panel Meetings', 'Application and Output History (NRF Online)', 'Application History (NRF Interim)', and 'SKA SA Grants'. The main content area shows the breadcrumb path: 'Landing / My Applications / Edit Application - SFH16052620303 / Details of Research'. A welcome message for 'Mrs Thandeka Mthethwa' is displayed. The 'Details of Research' section is highlighted with a red circle. Below this, an 'Instructions' box states: 'An * at the end of a sub-section as listed below denotes that this is a compulsory sub-section; it is not possible to click on the 'Final Submit' button unless all compulsory sub-sections have been completed.' A table lists the sections and their completion status:

Section	Complete	Date Updated	Edit
Scientific Merit of the Proposal *	✗	26 May 2016	
Feasibility *	✗	26 May 2016	
Alignment with National Research Priorities, Potential Impact and Track record *	✗	26 May 2016	

A 'Return to Menu' button is located below the table.

[https://nrfs submission.nrf.ac.za/NrfMkII/Application](#)
NRF Online Submission Sys...

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[Landing](#) / [My Applications](#) / [Edit Application - SFH13092648292](#) / [Attachments](#)

Welcome Ms Thashni maistry
[Feedback](#) [Support](#)

Attachments

Instructions

- Select the Document Type to be uploaded.
- Capture an appropriate Description.
- Click the Browse button below to select the file on your local machine.
- Click on the Upload button to save.
- Upload pages individually if document is larger than 4MB. **(For rating applications, please see specific instructions in this section of the rating application.)**
- Please do not upload zip files. Acrobat reader has built-in security to prevent the opening of zip files by default (please read the article at <http://forums.adobe.com/thread/520515> for more information).

Masters and Doctoral

- Please attach the necessary documents in one PDF file in the following order for this call: ID document, certified academic transcripts and proof of registration (if available).
- These are all required for application completeness.
- If you wish to include a motivation letter, please include this as part of your attachment.

Description	Type	File Name	Edit	View	Delete
<div>Add</div> <div>Return to Menu</div>					

©NRF Online Submission System

[Disclaimer](#)

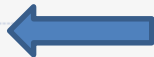
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Step 10: The **Reference** section allows applicants to include academic referees who can comment on the applicant's academic abilities. On final submission of the application, the emails containing a reference response are sent automatically to the nominated referees to provide a report on the academic and research capabilities of the applicant. *The Master's degree applicants will have to select at least one Master's supervisor **AND** one academic referee in order for the section to mark as complete. The Doctoral degree applicants will have to select at least one Masters Supervisor, one Doctoral **AND** one academic referee in order for the section to mark as complete.

It is the applicant's responsibility to ensure that the referee email address is correct and that the referees have responded by the closing date of 29 July 2016 as this category of the application is assessed. The applicant must periodically view the application PDF to check if a referee has responded to the request.

References

Title	Prof
Initials	Z
Surname	Mahlangu
Name	Zodwa
Department	dfjkjdjfkds
Institution	CAPE ANIMAL MEDICAL CENTRE
Email Address	melissa.govender@nrf.ac.za
Role	Supervisor/Host of research
Responded	No



Step 11: Applicants must ensure that they adhere to their institution's internal closing date for submission of their application to allow for internal institutional screening and review. The Institution's internal closing date will be determined by the respective research offices or Post Graduate Office and is usually at least two weeks prior to the NRF's closing date.

DA's are required to ensure that all proposals are screened and approved through internal institutional processes **before** submitting the applications to the NRF. The NRF assumes that the prospective postgraduate supervisor and respective DAs are satisfied with the standard of all proposals validated and submitted, and that the institution approves and supports the proposed research.

Step 12: The final submit button will appear only if all compulsory sections have been completed. Press OK to submit your application. If all the compulsory sections are complete and the final submit button does not appear, select any section and resave to refresh the application; you will then see the final submit button. A submitted application is automatically routed to the DA in the Research Office of the institution that you selected, for internal review and validation. Late applications, additional supporting documentation or information received after the closing date will not be accepted or considered

The NRF will not process applications that are incomplete, contain insufficient or incorrect detail, or fail to comply with instruction and such applications will be rejected. The application must be completed in sufficient detail to allow for a comprehensive review and evaluation by external reviewers. In addition to the electronic application and required attachments, the NRF may request additional information or documentation to support an application if required. Failure to supply such information or documentation upon request may result in the rejection of the application.

5. Screening and Review Processes

5.1. Overview of the Screening Process

All applications validated by institutions and submitted to the NRF are screened by the NRF for compliance with the eligibility criteria of the Call for applications, as well as the requirements for completing the NRF Online Submission application. Applications that fail to meet the stipulated requirements will be rejected.

5.2. Overview of the Review Process

The NRF's peer review policy requires that all Masters and Doctoral applications be subjected to a review process. Applications submitted to this funding instrument will go through a panel review process.

5.2.1 Panel Review

Panel members are selected from the NRF database that is updated on a continuous basis, and other sources. In compiling the review panel, the expertise and experience of individuals in application adjudication are taken into account. In assessing the application, agreed assessment criteria are applied in the form of a scorecard (please refer to table 2 under Section 6).

The Review Panel provides recommendations to the NRF and the final funding decision is made by the NRF. In awarding grants in this funding instrument, the NRF takes into account the recommendations of the peer review panels, the objectives and targets of the funding instrument, and the available funds.

6. Ranking of Applications

The purpose of the scoring system is to evaluate applications, based on the criteria for the funding instrument, in order to determine applications that are most deserving of the limited funds available. All research scholarship applications submitted to the NRF for funding are evaluated according to a number of predetermined criteria. Applications are assessed and ranked on the basis of criteria as listed in the table below. Each area may be given a weighting to indicate its relative importance. Kindly consult the table 2 below for details on the criteria used.

Table 2: Scorecard for the assessment of proposals for Masters Scholarships

Criteria	Description	Weight
Academic Merit	Average percentage mark for previous degree.	15%
Scientific merit of the proposal	Literature review Aims, objectives and methodology	45%
Feasibility	Work plan, project organisation, project scheduling and timelines.	35%
Alignment with National Research Priorities	Alignment with one or more national research strategies and the potential for socio and/or economic impact	10%
		100%

Table 3: Scorecard for the assessment of proposals for Doctoral and Doctoral abroad Scholarships

Criteria	Description	Weight
Academic Merit	Average percentage mark for previous degree.	15%
Applicant's track Record	Past Research Outputs (e.g. Journal articles, conference presentations /proceedings, Book Chapters, Patents).	5%
Scientific merit of the proposal	Novelty and Scientific contribution to new knowledge; multidisciplinary aspects; alignment of the research question with the methodology.	45%

Feasibility	Work plan, project organisation, project scheduling and timelines.	30%
Potential Impact of the Research	Potential to contribute national research strategies and the strategic goals of the knowledge economy.	5%
		100%

7. Applications Feedback and Disputes

Once the review and assessment processes have been completed and the recommended funding decision has been approved by the NRF, the NRF will publish a list of successful applications on the NRF website, www.nrf.ac.za/bursaries/calls. The application status online will not indicate whether or not the application has been approved for funding. If your name does not appear on the published list of successful applications it means that your application was unsuccessful.

The NRF provides feedback on review outcomes to all unsuccessful applicants. However, due to the high volume of applications received, feedback may be sent out up to three months after the NRF Online publication of application outcomes. .

Unsuccessful applicants that wish to appeal the funding decision taken by the NRF must follow the appropriate Appeals Process of the NRF. Appeals will only be considered for this funding instrument within one month of receiving feedback from the NRF.

8. Awardee Responsibilities

8.1 Reporting

Continued funding beyond the first year is dependent on the submission of an Annual Progress Report (APR) to the NRF during a call for APR's in October / November of each grant year. Continued funding will be subject to satisfactory progress having been made, as reported in the APR.

An APR must be submitted by the awardee / grant-holder in a format provided by the NRF, documenting progress made against set objectives and research outputs. The NRF may in consultation with the Research Office, request interim progress reports for the purpose of implementing corrective measures timeously to ensure that stated objectives are met within stipulated timeframes.

8.2 Managing changes during the project life cycle

Changes may occur during the project life cycle due to unforeseen and extenuating circumstances. Please note the following on how to manage the award and subsequent changes (planned or unanticipated) should they arise during the project life cycle.

8.2.1 Change Requests

8.2.1.1 Prior Approval Requests

Applicants must submit all change requests in writing to the NRF for approval before effecting any changes. The request must have institutional DA endorsement and must be submitted to the NRF *via* the Research Office or Post graduate funding Office for approval prior to the change.

8.2.1.2 Changes in Project Scope, Supervisor or Institution

Circumstances may occur where a project scope, supervisor or institution needs to be changed from the original research proposal, supervisor or institution respectively. The request must have institutional DA endorsement and be submitted to the NRF *via* the Research Office or Postgraduate Funding Office. Such requests must be forwarded to the NRF 30 days before the change is intended to take place.

9. Scientific Compliance

9.1 Methodology

The student, under supervision of the postgraduate supervisor, takes scientific responsibility for the research to be undertaken, including its objectives and the methodology outlined in the project proposal. The student is required to devote the necessary time to the research project in compliance with the work plan for the research proposal approved by the NRF so as to achieve the project's stated aims and objectives.

9.2 Intellectual Property Rights

The intellectual capital generated by NRF funded research must be appropriately protected and exploited for the benefit of South Africa. This condition should not interfere with the Intellectual Property Rights arrangements already made, on condition that the majority of the benefits arising from the intellectual capital accrue to South Africa and its citizens. This condition is aligned with the *Intellectual Property Rights Act, 1* which will override this condition of grant.

9.3 Ethics

The student is required to maintain the highest ethical and safety standards in conducting the research, particularly when human and animal subjects are involved. It remains the responsibility of the project leader to comply with all relevant regulations in this regard, including those of the

institution at which the research is carried out. An ethical clearance certificate (where applicable) must be submitted to the NRF in respect of successful applications before funding can be released.

10. List of References

RSA (2008). Intellectual Property Rights from Publicly Financed Research and Development Act 51 of 2008. *Government Gazette*, 22 Dec 2008. Vol 522, No 31745