



# **DST-NRF Fellowships for Early Career Researchers from the United Kingdom**

## **Application and Funding Guide 2019**

**Directorate: Grants Management and Systems Administration**

## Contents

Contact Details .....	4
1. Introduction.....	5
2. Granting Rules.....	5
2.1 Conditions of DST-NRF Fellowships for Early Career Researchers from the UK.....	5
2.2 Values of DST-NRF Fellowships for Early Career Researchers from the UK.....	6
3. Application Process .....	6
4. How to Submit Applications.....	6
5. Screening and Review Processes.....	20
5.1 Overview of the Screening Process.....	20
5.2 Overview of the Review Process.....	20
6. Ranking of Applications.....	21
7. Application Feedback and Disputes.....	23
8. Change Requests.....	23
8.1 Prior Approval Requests.....	23
8.2 Changes in Project Scope, Supervisor or Institution.....	23
9. Scientific Compliance .....	23
9.1 Methodology .....	23
9.2 Intellectual Property Rights .....	24
9.3 Ethics.....	24
10. References.....	24

## List of Acronyms

PR	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
DST	Department of Science and Technology

## Contact Details

When making an enquiry use **DST-NRF Fellowships for Early Career Researchers from the United Kingdom (UK) Call** as the email subject line.

**For NRF Online application and grants management related enquiries, please contact:**

### **Ms Thandeka Mthethwa**

Professional Officer: Grants Management and Systems Administration (GMSA)

Telephone: 012 481 4163

E-mail: [thandeka.mthethwa@nrf.ac.za](mailto:thandeka.mthethwa@nrf.ac.za)

### **Ms Nozine Nqeketo**

Professional Officer: Grants Management and Systems Administration (GMSA)

Telephone: 012 481 4184

E-mail: [nozine.nqeketo@nrf.ac.za](mailto:nozine.nqeketo@nrf.ac.za)

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

Telephone: 012 481 4202

E-mail: [supportdesk@nrf.ac.za](mailto:supportdesk@nrf.ac.za)

Application and funding guidelines are explained in this document. Applicants must read this document together with the following documents: **DST-NRF Fellowships for Early Career Researchers from the UK Framework** which highlights the eligibility criteria and requirements of this funding instrument.

## 1. Introduction

This Guide provides an overview of the application process and funding guidelines for the Early Career Researchers from the United Kingdom (UK) funding instrument. The Guide should be read in conjunction with the above-mentioned **Framework document** which can be accessed at <https://nrfs submission.nrf.ac.za>. The Framework document provides detailed information with respect to the objectives of the funding instrument, eligibility criteria and other information. This document does not however, constitute a complete set of the policies, procedures or systems used by the NRF.

## 2. Granting Rules

### 2.1 Conditions of DST-NRF Fellowships for Early Career Researchers from the UK

- The fellowship will be awarded for a minimum period of three months and a maximum period of six (3-6) months only.
- The period of support is calculated from the initial commencement date of this fellowship.
- The NRF fellowship shall be held as the primary funding for the Postdoctoral research fellowship.
- The fellowship may not be held simultaneously with another fellowship from any other South African government or NRF administered source.
- Postdoctoral fellows are permitted to spend a maximum of 20% of their time undertaking lecturing and student supervision.
- The fellowship-holder will be accepted as a postdoctoral research fellow during the tenure of the fellowship to assist partners to undertake and disseminate scientific research and contribute to broader scientific capacity building at the institution.
- Nothing herein contained shall however, create an expectation that the fellowship shall be renewed for a subsequent period.
- Postdoctoral fellowships may not concurrently hold the fellowship with any full-time salaried employment position.
- Postdoctoral fellows may hold non-binding supplementary grants or emoluments to the institutional capped value.

## 2.2 Values of DST-NRF Fellowships for Early Career Researchers from the UK

The package for the DST-NRF Fellowships for Early Career Researchers from the UK for 2018 is as follows:

Duration of the fellowship	Value
3 Months	R165 000
6 Months	R330 000

The above amounts will cover the costs of the cheapest economy return flight from the UK to South Africa as well as living expenses including accommodation and ground transport. The applicant will be responsible for securing additional funding to cover any shortfall in funding required to undertake his/her fellowship in South Africa.

### 3. Application Process

The NRF is publishing the DST-NRF Fellowships for Early Career Researchers from the UK Call, which can be accessed 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) at the research administration office of the prospective South African host institution where the applicant intends to undertake the fellowship. Applications will be automatically routed to the institutional DA of the South African host institution for validation on the deadline date determined by individual institutions. Applicants must enquire with their host institutions regarding internal closing dates. The processing of a successful application takes approximately five (5) months from the closing date of the Call until the commencement of funding.

### 4. How to Submit Applications

Applications must be completed on the NRF Online Submission System at <https://nrfsubmission.nrf.ac.za>. Applicants are advised to complete their applications soon after the call opened to prevent IT system overload closer to the **closing date of 11 May 2018**.

**Applicants must adhere to their institution's internal closing date for submission to allow for institutional internal screening and review. The institutional closing date will be determined by the respective research or postgraduate offices and is usually at least two (2) weeks prior to the NRF's closing date.**

**Step 1:** This is an electronic submission system and applicants must be registered on the **NRF Online Submission System** (<https://nrfs submission.nrf.ac.za>) in order to create and complete an application. If you experience problems accessing the system with your NRF Online password, use the Reset Password button. If your e-mail address is outdated, please contact the NRF Support Desk at (012) 481-4202 to change it on the system.

If you are not yet registered on the NRF Online Submission System, you must register to access the application form.

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

**NRF** National Research Foundation  
**RISA** Research and Innovation Support and Advancement

# NRF Online Submission System

Home  
New Registration  
Reset Password

Home

Support

**Instructions**

- **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, excluding public holidays) 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.**

**Log In**

ID/Passport:

Password:   Show Password

[Reset password.](#)  
[Not registered? Click here to register.](#)

**Open Calls**

- ▣ DST-NRF Fellowships for Early Career Researchers from the United Kingdom 2019
- ▣ Equipment-related Training and Travel Grants 2016 - 2nd Call
- ▣ Indigenous Knowledge Systems Call 2015
- ▣ NRF Freestanding, Innovation and Scarce Skills Postdoctoral Fellowships 2019
- ▣ NRF/BELSPO Joint Call for Networking Activities 2019
- ▣ NRF-FRF Sabbatical Grant 2019
- ▣ South Africa – Joint Institute for Nuclear Research (JINR) – Grants for Student Practice 2016
- ▣ Testing provisioning

Please ensure that you are using Internet Explorer or Mozilla Firefox or Google Chrome for best results. Downloads

Internet Explorer Mozilla Firefox Google Chrome Adobe Reader

**Step 2:** After logging onto the NRF Online Submission System, applicants get to the 'landing page' where there is a menu at the top left side of the screen (tab indicated with blue arrow below). Start by filling in all the sections under My Profile to create a CV. To create a new application, click on My Applications - Create Application.

**NRF** National Research Foundation | **RISA** Research and Innovation Support and Advancement | **NRF Online Submission System**

Welcome Mrs Melissa Govender  
Feedback Support

**My Profile**  
**My Applications**  
**Tools**  
**My Progress Reports**  
**Reports**  
**Logout**

**Create Application**  
**List of Applications**

**Quick Links**

- [Grantholder Tools](#)
- [Institution Facilities](#)
- [Panel Meetings](#)
- [Application and Output History \(NRF Online\)](#)
- [Application History \(NRF Interim\)](#)
- [SKA SA Grants](#)

**Landing Page**

**Information**

- PLEASE NOTE: The summary below only lists output records that were migrated from the previous NRF Online system. New records that are added on this system will not form part of this summary.
- Applicants must ensure that their CV is updated/completed before creating an application.
- In order for your migrated research outputs to show on the CV or be accessible for selection on applications that require your publication record, you **must** verify (review) the outputs listed in the **Research Outputs Summary** table below. In order to do this, click on the output type that still has outputs to be verified (see the To be Reviewed column). Scroll to the bottom of the screen and a heading saying cleaned-up research output records from NRF Online will be displayed. Click on the little black arrow. This will display the output(s) that needs to be verified. Then click on the View icon, it will open a screen with the data for the output. Please fill in the missing information and save the page. If you have more than one output per output type, click on View for the next output. Do this for all the outputs, the output type on the landing page should now say 0. Move on to the next output type and repeat the process. Should you wish to delete an output, then click on the Feedback box, fill in the **Feedback to the NRF box** (e.g. output duplicated, please delete) and in the **Status** field, please select Delete.
- In some cases, researchers' outputs don't show at all. The reason for this is
  1. The ID/passport number which the cleaned data was linked to when the clean-up exercise was undertaken differs from the ID/passport number you have just used to login to the NRF Online Submission System.
  2. No outputs were added on the old NRF Online system so there was nothing to migrate. If there were outputs on the old NRF Online system but they do not show in the summary below, you need to ensure that the ID/passport numbers used on both the old NRF Online and this system (NRF Online Submission System) are the same. Please contact the NRF should your outputs not show so that this can be rectified.











**Step 3:** Select the funding instrument for which you are applying on the create application screen and a new application will open to complete. Please note that this must be selected once only. To continue working on an application, go to My Applications - List of Applications.

## 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.
- Due to potential international review of applications and progress reports, the NRF requires that all applications and progress reports be completed in English.

Call	Open Date	Closing Date	Apply
DST-NRF Fellowships for Early Career Researchers from the United Kingdom 2019	28 March 2018	30 March 2018	
Equipment-related Training and Travel Grants 2016 - 2nd Call	29 November 2016	31 March 2018	
Indigenous Knowledge Systems Call 2015	18 June 2014	01 August 2214	
NRF Freestanding, Innovation and Scarce Skills Postdoctoral Fellowships 2019	28 March 2018	30 March 2018	
NRF/BELSPO Joint Call for Networking Activities 2019	26 March 2018	28 March 2018	
NRF-FRF Sabbatical Grant 2019	12 March 2018	30 March 2018	
South Africa – Joint Institute for Nuclear Research (JINR) – Grants for Student Practice 2016	03 May 2016	15 June 2018	
Testing provisioning	08 March 2018	30 March 2018	

**Step 4:** All sections marked with a red asterisk are compulsory. These sections must be completed in order for the final submit button to appear. Sections without asterisks are not compulsory; it is only applicable to those who have information to enter. The Attachment section, however, is compulsory for this Call. Completed sections will be indicated by a green tick on the main menu. Please ensure to press the “save” button after completing each section before returning to the main menu.

Section	Complete	Date Updated	Edit
NRF Call Information Documents (Please read before starting this application)		28 Mar 2018	
Registration Details *		28 Mar 2018	
Contact Details *		28 Mar 2018	
Qualifications *		09 Nov 2017	
Career Profile *		26 Sep 2017	
Research Expertise *		26 Sep 2017	
Student Supervision Record		18 Jan 2018	
Absence from Research		21 Aug 2012	
Personal Profile *		26 Sep 2017	
Disability *		17 May 2017	
ORCID *		28 Mar 2018	
Books		27 Sep 2017	
Chapters in Books		27 Sep 2017	
Articles in Refereed/Peer-reviewed Journals		17 Oct 2017	
Refereed/Peer-reviewed Conference Outputs		27 Sep 2017	
Patents		06 Feb 2014	
Keynote/Plenary Addresses		26 Sep 2017	
Articles in Non-refereed/Non-peer Reviewed Journals		26 Sep 2017	
Other Significant Conference Outputs		26 Sep 2017	
Technical/Policy Reports		26 Sep 2017	
Products		26 Sep 2017	
Artefacts		26 Sep 2017	
Prototypes		26 Sep 2017	
Other Recognised Research Outputs		26 Sep 2017	
Type of Fellowship *		28 Mar 2018	
Fellowship to be Funded *		28 Mar 2018	
Research Project Information *		28 Mar 2018	
Details of Research *		28 Mar 2018	
National Infrastructure Platforms *		28 Mar 2018	
Science Engagement *		28 Mar 2018	
References *		28 Mar 2018	
Attachments		28 Mar 2018	
Possible Reviewers *		28 Mar 2018	
Preferred Panel *		28 Mar 2018	
Person History *		28 Mar 2018	
Print Preview		28 Mar 2018	

Final Submit

©NRF Online Submission System

[Disclaimer](#)

**Step 5:** The Type of *Fellowship* section is compulsory. The dropdown list for *Fellowship for which you are applying*, will have three options: (1) Postdoctoral Fellowship abroad; (2) Postdoctoral Fellowship local; and (3) DST-NRF Fellowships for Early Career Researchers from the UK.

Support 


## Type of Fellowship



### Instructions

- If you will be conducting research at a South African institution, please select "Postdoctoral Fellowship – local". This applies to the Freestanding, Innovation and Scarce Skills Fellowship applicants as well as the NRF-TWAS Postdoctoral Fellowship applicants.
- If you are a South African citizen/permanent resident and would like to conduct research at an institution outside South Africa, please select "Postdoctoral Fellowship – abroad".
- Only select the "DST-NRF Fellowships for Early Career Researchers from the UK" if you are applying specifically for this call.

Fellowship for which you are applying

DST – NRF Fellowships for Early Career Researchers from the  \*

- Postdoctoral Fellowship – abroad
- Postdoctoral Fellowship – local
- DST – NRF Fellowships for Early Career Researchers from the UK

**Step 6:** The *Fellowship to be Funded* section is compulsory. Please select the Fellowship for which you are applying and keep the following in mind: (i) Applicants must undertake full-time Postdoctoral research. (ii) The Fellowship can be undertaken for a minimum of three (3) months to the maximum of six (6) months only. (iii) The Fellowship cannot be held concurrently with any salaried employment. (iv) The commencement date of the research must be before the deadline of 30 June 2019. Any awards not taken up by this date will be cancelled automatically, unless an arrangement was made with the NRF.

## Fellowship to be Funded

Instructions

◦ Fields marked with a \* are compulsory

Fellowship for which you are applying	DST – NRF Fellowships for Early Career Researchers from the UK *
Provide a short description of current and previous research study	<input type="text"/> *
Date of commencement of postdoctoral research	DD/MM/CCYY <input type="text"/> *
Full-time	<input type="radio"/> Yes <input checked="" type="radio"/> No *
Was your Masters degree upgraded to Doctoral?	<input checked="" type="radio"/> Yes <input type="radio"/> No *
Does any financial support received for previous studies bind you to a service contract?	<input checked="" type="radio"/> Yes <input type="radio"/> No *
Student Number (if applicable)	<input type="text"/>
Discipline of postdoctoral research	Select an option *
Department/School for postdoctoral research	<input type="text"/>
Faculty for postdoctoral research	<input type="text"/>
Indicate what you are doing presently	<input type="text"/> *

**Step 7:** The **Research Project Information** section requires applicants to select the proposed institution. SA Higher Education Institutions (HEI), including SA national facilities, as well research institutions will be on the list. If the institution to be selected is not on the drop-down list, it can be requested by selecting the support tab on the far right at the top of the screen. Applicants must indicate the UK University or research institution that they are currently based at. Please note that it is the applicant's responsibility to find an institution and supervisor in South Africa that is willing to host them for the duration of the fellowship.

**Research Project Information**

**Instructions**

- Please note that all fields in this section are compulsory and unless fully completed your application cannot be submitted.
- Please refer to the Framework document of the call that you are applying for.
- 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.

Short Title of Research Project  \*

Discipline of Research Project  \*

Research Visit Start Date  \*

Research Visit End Date  \*

Required Funding Period  \*

Qualifying Amount

Descriptive Title of Research Project

2000 characters left.

UK University or research institution  \*

South African Host Institution  \*

©NRF Online Submission System

















[Disclaimer](#)

**Step 8:** The *Details of Research* section is one of the most important sections in the application. The section has specific instructions related to each screen. Follow the instructions to complete the section. Applicants must give a concise overview of the proposed research in this section as the input is taken into consideration during the assessment of the application. Appropriate literature references must also be included in this section. The Scorecard that will be used to assess the application can be viewed in Section 6 of this document.

## Details of Research

**Instructions**

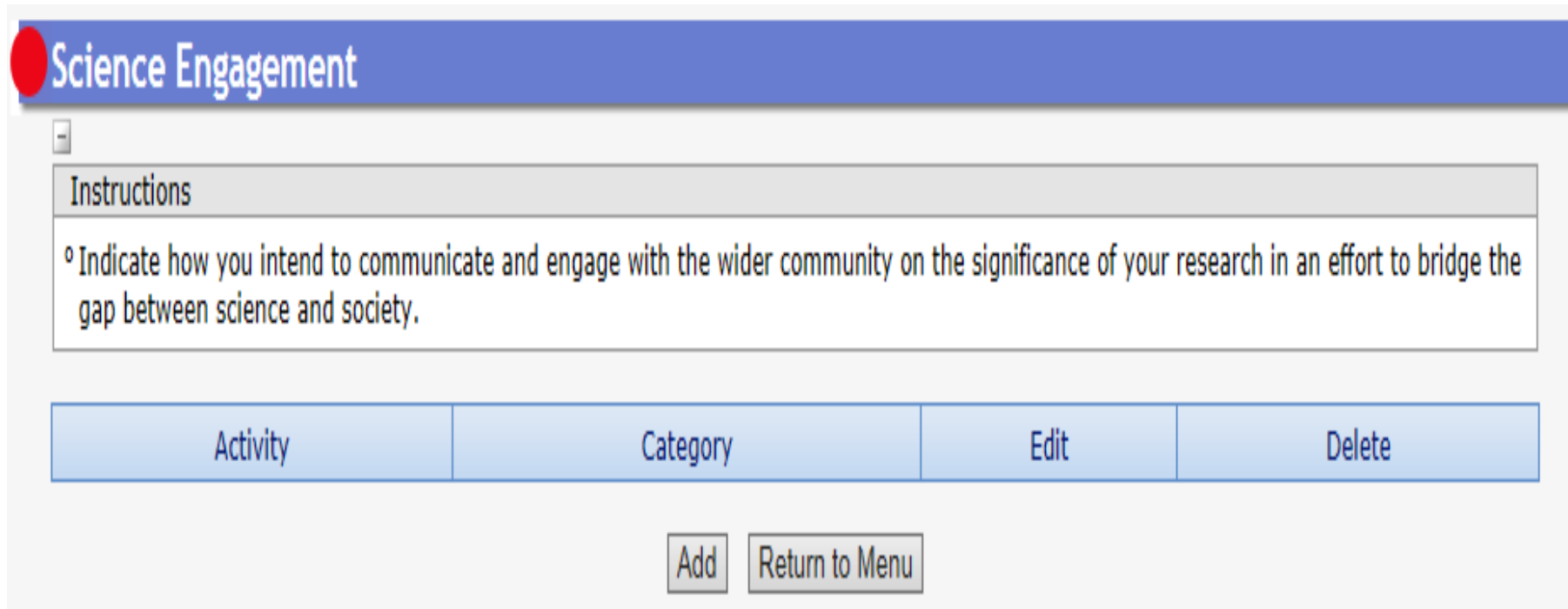
- Please note that all fields in this section are compulsory and unless fully completed your application cannot be submitted.
- **Please refer to the Framework document of the call that you are applying for.**

Section	Complete	Date Updated	Edit
Problem Statement *		28 Mar 2018	
Rationale and Literature Review *		28 Mar 2018	
Aims and Objectives *		28 Mar 2018	
Methodology and Proposed Research Plan *		28 Mar 2018	
Anticipated Outputs *		28 Mar 2018	
Potential Impact *		28 Mar 2018	
Alignment to National Imperatives *		28 Mar 2018	
Infrastructure Required		28 Mar 2018	

[Return to Menu](#)

**\*Please note that the Details of Research section will only mark as complete when all the sub-sections have been completed.**

**Step 9:** The Science Engagement section is compulsory section. Should applicants not be running any science engagement activities, they will still have to click on “add” and select “N/A” under “activity” and category”.



The screenshot shows a web interface for the 'Science Engagement' section. At the top, there is a blue header bar with a red circle icon and the text 'Science Engagement'. Below the header is a grey box with a minus sign icon and the word 'Instructions'. The instructions text reads: 'Indicate how you intend to communicate and engage with the wider community on the significance of your research in an effort to bridge the gap between science and society.' Below the instructions is a table with four columns: 'Activity', 'Category', 'Edit', and 'Delete'. At the bottom of the form are two buttons: 'Add' and 'Return to Menu'.

Activity	Category	Edit	Delete
----------	----------	------	--------

Add

Return to Menu

**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.

**Reference Record**

**Instructions**

◦ Please complete the reference section below.

Title  \*

Surname

Initials  \*

First Name

Department

Faculty

Organisation where based   \*

Email Address

Role

Enter a word or two in the field below (e.g. North-West or Johannesburg or Stellenbosch) to return a list of all organisations that contain the word(s).

The applicant must ensure that the referees' email addresses are correct and that the referees have responded by the closing date 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.



**Step 11:** The *Possible Reviewers* section is compulsory in this Call. The section requires that applicants add the names of possible reviewers in the field of research that they have interacted with through conferences or other academic fora, to provide a neutral review of the proposed research project. A minimum of six (6) and a maximum of ten (10) possible reviewers are required.

## Possible Reviewers

**Instructions**

- ° Please suggest suitable reviewers for this proposal.
- ° Please be frank as to your relationship with the reviewer: acquaintance, collaborator, ex-colleague, etc.
- ° A minimum of 6 and a maximum of 10 reviewers have to be added for this section to mark as complete.
- ° Reviewers from the same institution as the applicant should not be selected.

Surname	Initials	Email Address	Priority	Priority Up	Priority Down	Edit	Delete
No records to display.							

[Add](#) [Return to Menu](#)

**Step 12:** *Person History* section is a section that is required for statistical purposes by the NRF. It allows the NRF to ascertain who previously received NSFAS (South African National Student Financial Aid Scheme) funding. Please also indicate if you were funded by an international donor.

## Person History

**Instructions**  
◦ Proof of NSFAS or University financial aid scheme must be attached.

**Previous studies funded by**

- NSFAS bursary
- NSFAS loan
- Self-funded
- Family funded
- Other Government departments
- International donor funds \*

**Self-funded**

- NSFAS bursary
- NSFAS loan
- Self-funded
- Family funded
- Other Government departments
- International donor funds
- Not funded from any other source \*

**Are you currently a DST-NRF intern**

Yes  No \*

**Step 13:** In the **Attachment** section, please print, certify and then scan all the required documents and submit as a single PDF file. The applicant is required to attach the following documents:

- (i) Copy of the passport.
- (ii) Certified doctoral certificate
- (iii) Certified copy of academic transcript
- (iv) Letter of acceptance from an SA host researcher
- (v) Letter confirming affiliation to a government-funded UK University or research institution
- (vi) A medical certificate in support of a disability if an applicant with a disability.

## Attachments

**Instructions**

- Please consult with the Call documents to determine what attachments are compulsory. Please note that if they are not attached, the application will not be processed for reviewing.
- Capture an appropriate Description for the document to be uploaded.
- Select the Document Type to be uploaded.
- 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).

Description	Type	File Name	Edit	View	Delete
-------------	------	-----------	------	------	--------

**Step 14: Applicants must ensure that they adhere to the SA institution's internal closing date for submission of applications 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**

Delegated Authorities (DAs) at institutions ensure that all proposals are screened and approved through internal institutional processes **before** submitting the applications to the NRF. The NRF assumes that the 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 are complete. Press OK to submit the 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 and then submit. 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,** as such applications will be rejected. The application must be completed with 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 applications be subjected to a review process. Applications submitted to this funding instrument will go through a peer review process.

Reviewers are selected from the NRF database and other sources, which is updated on a continuous basis. When selecting reviewers, 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 Section 6).

The review panel provides recommendations to the NRF and the final funding decision is made by the NRF taking strategic and policy objectives into consideration. In awarding grants in this funding instrument, the NRF takes into account the recommendations of the peer review panel, 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 funding instrument criteria, in order to determine applications that are most deserving of the limited funds available. All research proposals 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 weight to indicate its relative importance. Kindly consult the table below for details on the criteria used.

**Scorecard for the Assessment of Proposals for DST – NRF Fellowships for Early Career Researchers from the UK**

<b>Criteria</b>	<b>Sub-Criteria</b>	<b>Weight (Total = 100%)</b>
<b>Track Record of Applicant</b>	Applicant expertise/training that will enable the applicant to successfully undertake the proposed research.	10%
	The applicant’s research track record which could include peer reviewed publications, conference proceedings, research prizes and awards.	10%
<b>Scientific and Technical quality of proposed research</b>	Literature review with citations, significance of the research in terms of the problem statement, aims and objectives. Scientific contribution; originality and new knowledge to be generated.	20%
	Research design, methodology developed to address aims of the research. Provision of work plan and feasible timelines and milestones for the research.	20%
	Alignment with national (at applicant’s home country) and institutional research priorities.	5%
<b>Institutional Support</b>	Institutional support for the postdoctoral fellowship through infrastructure and facilities for an enabling environment.	10%
<b>Potential Research Outputs and Impact of the research</b>	Details of envisaged realistic outputs of the research such as publications, conference proceedings, toolkits, policy documents.	5%
	Contribution to postdoctoral research skills development in a priority research area (human capacity development of the applicant).	10%
	Potential for socio-economic impact of the research in South Africa.	10%

## 7. Application Feedback and Disputes

Once the NRF has completed the review and assessment processes, and has approved the recommended funding decision, the NRF will publish a list of successful applicants on the NRF website [www.nrf.ac.za/bursaries/calls](http://www.nrf.ac.za/bursaries/calls). Successful applicants will thereafter receive a letter of award. The application status online will not indicate whether or not the application has been approved for funding. **This funding instrument does not provide feedback to unsuccessful applicants**; if your name does not appear on the published list of successful applications it means that your application was unsuccessful.

An unsuccessful applicant who requires feedback is advised to contact their institutional office to request feedback from the NRF. The NRF does not provide feedback to all unsuccessful applicants due to the high volume of applications received across its funding instruments.

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 three (3) months after the official date of publishing of the results on the NRF website.

## 8. Change Requests

### 8.1 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 be submitted to the NRF *via* the Research Office for approval prior to the change.

### 8.2 Changes in Project Scope, Supervisor or Institution

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

## 9. Scientific Compliance

### 9.1 Methodology

The applicant takes scientific responsibility for the research to be undertaken, including its objectives and the methodology outlined in the project proposal. The applicant 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 fellow 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. 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