



science  
& technology

Department:  
Science and Technology  
REPUBLIC OF SOUTH AFRICA



**NRF**  
National Research  
Foundation

**RISA**

Research and Innovation  
Support and Advancement

# Knowledge, Interchange and Collaboration (KIC) 1<sup>st</sup> Call

## Scientific Events/ Travel Grants

### 2018

**Closing date: 17 April 2018**

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## CONTEXT

The purpose of the Knowledge Interchange and Collaboration (KIC) funding instrument is to build and maintain excellence in South African research, rather than to only facilitate international collaboration. The promotion of international collaboration through the support of travel opportunities and participation in scientific events, enriched by national learning opportunities and engagements, are important mechanisms towards this goal.

The KIC programme was therefore established to contribute to the following objectives:

- internationalising South Africa's research platform;
- enhancing networking within the global science system, in particular the African science system;
- fostering collaboration in order to improve the quality of research outputs by researchers.

Within the NRF funding context, the internationalisation of research is an intrinsic part of the current funding instruments, built into research grants awarded through programmes such as Competitive Funding for Rated Researchers, the South African Research Chairs Initiatives (SARChI), and the Centres of Excellence (CoE) Programme. **Therefore, funding for KIC support are prioritised for those researchers who have not already been allocated travel support through any other current NRF grant awards.**

## TYPES OF SUPPORT

The investment in support for travel and participation in scientific events are focused on four categories:

- **Travel Grants for Individual Researchers:** The applicants in this category are the individual South Africa-based researchers (young or established researchers) travelling either locally or internationally. The funding requested will be to support local and international travel related to research activities such as the presentation of posters and oral presentations/invited speakers and presentations in seminars, symposia and workshops. The maximum value for this category is R50 000.00.
- **Visiting Foreign Researcher:** The applicants in this category are South Africa-based researchers requesting funding to host research leaders from abroad for a short period (up to three weeks) in South Africa in order to enrich local expertise in their field. A comprehensive itinerary of the visiting researcher needs to be included. The maximum value for this category is R50 000.00.
- **Africa Interaction:** The applicants in this category are South Africa-based researchers intending to visit universities/research organisations/researchers in other African countries in order to build capacity and to promote future collaboration, and/or to strengthen existing collaborations OR host experts from other African countries. Please note that applications in this category will be prioritised. In addition, joint events with researchers from our African partner countries (see list attached) may receive additional funding on request, based on merit. The maximum value for this category is R75 000.00.
- **Support for Local Scientific Events:** The applicants in this category are South Africa-based researchers requesting financial support to organise or host scientific events with minimum of 30 participants. The maximum value for this category is R150 000.00.

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## CATEGORY DETAILS

### Travel Grants for Individual Researchers

This investment area supports three categories:

- Next generation researchers (PhD students)
- Emerging researchers.
- Established researchers.

#### *Purpose*

The main purpose of this category is to support:

- Travel by researchers employed by qualifying institutions and PhD students registered in South Africa to local conferences, workshops and seminars.
- Travel by researchers employed by qualifying institutions and PhD students registered in South Africa to conferences, workshops and seminars abroad. **Please note that only Supervisors may apply on behalf of PhD students.**

#### *Criteria*

Applications meeting the following criteria will be prioritised:

- Illustrated value to be derived from participation in the event and the potential of new initiatives;
- Use networking to influence strategic direction in areas of national importance;
- The application must be accompanied by an official acceptance of an abstract, or confirmation of a presentation - priority to be given to those that have proof at the time of application
- The applicant must provide a letter of support

The NRF will consider supporting visits to foreign institutions only if the events (conference and visit) are held concurrently, and in the same vicinity. Applications that do not have all required supporting documents by the time of submission will be disqualified and will not be taken up for evaluation by the NRF.

### Grants for visiting Foreign Researchers

#### *Purpose*

The main purpose of this category is to enable local researchers to invite foreign researchers to spend time in South Africa in order to enrich local expertise in their field, promote future collaboration and/or strengthen existing collaboration. Priority will not be given to international bilateral grant holders applying for funds to their partner countries.

#### **A formal and documented institutional event**

The institution must provide a letter of support for the applicant indicating contribution by the institution towards the event.

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*Criteria for a maximum award of R50 000.00*

- Visits by researchers with institutional and individual scientific relevance;
- Provide an itinerary for the visit
- The invited researcher must be a leader in their field of research;
- Illustrated value to be derived from the visit and the possibility of the start of new initiatives;
- Involvement of other South African scientists and engagement with more than one institution other than the host/applicant;
- It is obligatory that the invited researcher present a public lecture/seminar at the institution, or at a partner institution;
- A copy of the invitation to the visitor(s) and a copy of the provisional acceptance of the invitation from the visitor(s) must be included.
- Applications that do not have all required supporting documents by the time of submission will be disqualified and will not be taken up for evaluation by the NRF

## **Africa Interaction**

### *Purpose*

The main purpose of this category is to enable researchers in South Africa to build capacity and to establish or strengthen academic collaboration with one or more partners based at universities or research institutions in Africa.

### *Criteria*

- The applicant must be a leader in their field of research;
- The applicant must indicate how the funding will support collaboration with partners elsewhere in Africa at the level of research, teaching, or capacity development;
- Institutional letter of support;
- Events must be formal and documented by the hosting institution;
- Copies of invitation(s) received from host(s) must be included;
- Applications that do not have all required supporting documents by the time of submission will be disqualified and will not be taken up for evaluation by the NRF.

## **Support for Local Scientific Events (workshops must be formal with program)**

### *Purpose*

The main purpose of this category is to promote excellence in research through financial support for international research events hosted in South Africa such as conferences and workshops. The word conference is used in its broadest sense and includes all types of scientific meetings including seminars, symposia and workshops. Institutional endorsement (support letter) and a formal programme from the hosting institution is required. Minimum of targeted participants is 30.

### *Criteria*

Applications meeting the following criteria will be prioritised:

- The event proposal must clearly define the overall objectives and programme of activities;
- The event should be a platform aimed at creating new contacts (international or regional) in its area of expertise/ discipline and may be connected to other networks;

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- The event should offer the potential of establishing institutional cooperation in relevant areas;
  - A copy of the invitation to the keynote speaker(s) and a copy of provisional acceptance of invitation from the keynote speaker(s) must be included;
  - Attendance register is compulsory and it must be made available during the event according to the format as shown in the application form. This should include detailed information providing name, department, institution, study level and demographics;
  - The funding will cover the invited speaker's air travel, publication of conference proceedings or abstract books.
  - Applications that do not have all required supporting documents by the time of submission will be disqualified and will not be taken up for evaluation by the NRF

## WHO MAY APPLY

PhD students (through their supervisors) registered at public South African institutions, and all researchers who are full-time employees or on a fixed-term contract at any of the following institutions are eligible to apply:

- South African universities /universities of technology;
- Recognised national research institutions such as the national facilities;
- Museums;
- Science councils.

The applicants must be in possession of at least a PhD degree

**PhD students (through their supervisor)** who cannot apply for a travel grant through their NRF Scholarships and Fellowships award, and who are **registered at a South African statutory university**. These students can only apply for travel grants for individuals.

Student involvement in local events is highly encouraged.

**Postdoctoral Fellows are not eligible to apply.**

**Students and researchers from private/commercial institutions are not eligible to apply.**

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## WHICH ACTIVITIES MAY I APPLY FOR?

- **Subsistence is not supported.**

| Category                                 | Item   |
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| Travel Grants for Individual Researchers | <ul style="list-style-type: none"><li>• Flights</li><li>• Visa costs</li><li>• Accommodation</li><li>• Ground transport</li><li>• Conference registration fees</li></ul> |
| Visiting Foreign Researcher              | <ul style="list-style-type: none"><li>• Flights</li><li>• Accommodation</li><li>• Ground transport</li></ul>   |
| Africa Interaction                       | <ul style="list-style-type: none"><li>• Flights</li><li>• Visa costs</li><li>• Accommodation</li><li>• Ground transport</li></ul>  |
| Local Events                             | <ul style="list-style-type: none"><li>• Flights and accommodation (only for speakers)</li><li>• Ground transport</li><li>• Venue hire</li><li>• Refreshments</li></ul>   |

## PROCESSING AND DECISIONS

In line with the NRF's endeavour for a fair and objective granting process, all applications are subjected to the following:

- Applications will be considered for support for travel /events taking place between **1 June to 31 December 2018**;
- Only one event/activity per applicant will be supported with no exceptions;
- Applicants may not be supported for two consecutive calls;
- Applications need to be endorsed by the applicant's Institutional Research Office.
- A panel consisting of reviewers will assess and select applications according to the stipulated criteria;
- **Grant funding will be up to a maximum of ZAR50 000.** KIC awards will not cover all expenses requested, and co-investment from own / other sources are essential. **This should be clearly indicated in the application;**
- Given the competitive nature of the programme and budgetary limitations, funding is not guaranteed.

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## APPLICATION PROCESS

- Applications must be submitted electronically on the NRF Online Submission System at <https://nrfs submission.nrf.ac.za/>
- Register/Login using your ID number and password.
- Go to “My applications” and select “Create Application”.
- Select the call for which you are applying for: **KIC 1<sup>st</sup> Round Call 2018**
- Remember to complete all sections of the application as indicated on the online application form.
- Please attach the necessary documents in PDF.
- Should you not follow the guidelines for attaching the necessary supporting documents, your application may not be considered.
- Remember to submit your application on completion.
- Completed applications will go to your institution for verification before being forwarded to the NRF for further processing.
- Incomplete applications will not be considered.
- Applications that do not meet the eligibility criteria will not be considered.
- Applications submitted outside the NRF Online Submission System will not be accepted.
- No hard copies will be accepted and will automatically be disqualified by the NRF.
- Only applications endorsed by the research office or its equivalent at higher education or research institutions will be accepted.
- Please contact your research office if you have any queries.
- All applications for KIC grants should be submitted by 13 April 2018. **No application will be accepted beyond this date.**
- The NRF will not be held liable for server/IT problems experienced by any institution for non-submission of applications.
- Applications submitted as hard copies or by email will not be accepted and will automatically be disqualified.

## Communicating outcomes to the applicants

The processing of applications after the call closing date entails screening of all applications for eligibility, evaluating eligible applications through a peer review process, announcing the outcomes and awarding of grants.

Feedback will be communicated to all institution Designated Authorities in the form of a list / spreadsheet of all successful and unsuccessful applicants.

## Acceptance of Grant Conditions (AoC)

The AoC will accompany each formal letter of award. This should be signed by both the grant holder and the Designated Authority at the institution. The AoC should be uploaded on the NRF system within 30 days of receipt of the documents. Failure to comply may result in the NRF cancelling the award. Funding can only be released for payment to the institution once the signed AoC was received.

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## Reporting and Payments

- NRF support should be acknowledged in all publications (including World Wide Web pages) and presentations (oral or poster). Use of the NRF logo should be according to the branding policies of the organisation (contact Mr Thabiso Nkone at [thabiso.nkone@nrf.ac.za](mailto:thabiso.nkone@nrf.ac.za) for further details).
- Grant payments will be made directly to the institution of the applicant.

## Contacts

All queries or comments about this call should be addressed to:

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| <p><b>Ms Busiswa Molefe</b><br/>Professional Officer<br/>Phone: +27 12 482 4028<br/>Email: <a href="mailto:busiswa@nrf.ac.za">busiswa@nrf.ac.za</a></p> | <p><b>Mr Jan Phalane</b><br/>Liaison Officer<br/>Phone: +27 12 481 4157<br/>Email: <a href="mailto:kicgrants@nrf.ac.za">kicgrants@nrf.ac.za</a></p> <p>Or</p> <p><b>Ms Tebatso Leduka</b><br/>Liaison Officer<br/>Phone: +27 12 481 4029<br/>Email: <a href="mailto:Tebatso.Leduka@nrf.ac.za">Tebatso.Leduka@nrf.ac.za</a></p> |
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