

SWEDISH RESEARCH LINKS PROGRAMME

**Swedish Research Council (VR), the
Swedish International Development
Co-operation Agency (Sida) and the
National Research Foundation in
South Africa (NRF)**

*Guidelines
for Applicants*



VETENSKAPSRÅDET
THE SWEDISH RESEARCH COUNCIL



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More information available at www.sida.se/links and www.vr.se/srl

Applications are submitted through www.vr.se/srl and in the case of South Africa also by filling out the form found at www.nrf.ac.za/funding/swedishcall.stm

A list of Swedish Universities can be found at <http://english.hsv.se/higher/institutions/addresses/>



GENERAL BACKGROUND

The main objective of the Swedish Research Links Programme is to encourage research co-operation between researchers in Sweden and Asia, the Middle East/North African (MENA) region and South Africa respectively. The aim is to contribute to mutual scientific and socio-economic development of the countries involved in the collaboration by supporting excellent joint projects through funding of research collaborations.

The basic condition for the programme is that researchers from the countries involved should submit joint applications.

The principles of mutual benefit, equity and fairness as well as criteria relating to intellectual property rights shall apply throughout the research co-operation. Special consideration will be given to achieving a balanced gender representation of scientists participating in this research partnership programme. The programme supports both fundamental and strategic research.

OBJECTIVES

- To produce new knowledge and enhance understanding in fields of mutual concern and relevance
- To promote research excellence and quality
- To establish a basis for long-term research co-operation between researchers
- To encourage the internationalisation of research institutions
- To encourage research collaboration that demonstrates a significant benefit to the quality of the research
- To encourage interdisciplinarity



PROJECT PRACTICALITIES

Scientific Areas

Applications within all scientific areas **or** disciplines will be considered.

Who may apply?

The joint application must include two principal researchers. More specifically, one researcher located in Sweden and one researcher located in the partner country. The planned collaboration can include as many partners in as many locations internationally as desired but **must** include one international partner and one Swedish partner. In the case of several countries being involved, each country must be represented by a principal researcher. The principal researcher has the main responsibility for scientific and financial reporting, as well as the technical and administrative co-ordination of the project.

The principal researchers must be actively affiliated to a university and/or research institution.

For South Africa the research partnership should include a South African researcher collaborating with a researcher in Sweden as principal investigators.

Criteria

The assessments are guided by international standards of scientific excellence (see criteria below). If the project involves gender issues or environmental issues, these should be specifically outlined in the proposal, if relevant to the research to be conducted.

The applications will be assessed according to the following criteria:

- **scientific quality** - in relation to the research standards currently applicable within the field or discipline
- **relevance** - in relation to the objectives established for this programme
- **competence** of the applicants in relation to the proposed research assignment and in relation to their respective academic standing and track record
- **gender** - the relevance and effect of the project to women and men, as well as, the integration of the gender theoretical perspective in research in those cases where the project's direction makes the gender perspective obvious and relevant
- **environmental issues** should be specifically outlined in the project proposal if relevant to the research conducted
- the **commitment and interest shown by the host institutions** in both countries in support of the application

- ***budget*** - in relation to the project plan and funds available (please note that salaries are not financed by this programme). The basic project funding must come from other sources.
- ***balanced cooperation*** – both research partners should equally contribute to the project

Language

Research proposals must be submitted in English.

Financing by Sweden

The aim of the Swedish Research Links Programme is to facilitate collaboration between researchers. This is accomplished by funding additional costs arising from this international collaboration, such as travel expenses, workshops etc. Basic costs for the research project, such as salaries, bench fees and consumables must be financed by other sources. The grant funds are made available to the Swedish researcher's institution which in turn is responsible for distributing the funds to the international research partner(s).

South Africa

The South African contribution shall be allocated to costs incurred in South Africa, while the Swedish contribution shall be allocated to costs incurred in Sweden. International travel between Sweden and South Africa is the responsibility of the sending partner. Local costs shall be the responsibility of the hosting partner.

On the *Swedish side*, 150 000 SEK may be applied for each year, in total 450 000 SEK during three years. On the *South African side*, R 150.000 can be applied for each year during three years. An amount of up to R 50.000 (approximately SEK 61.400 as of January 2006 values) of the total approved budget for the first year may be allocated towards the purchase of equipment for the South African research component of the project. Please note that this amount is a lump sum intended only for the first year.

Costs to be financed by South Africa:

- Return airfares (economy class) of South African researchers traveling to Sweden
- Accommodation and local travel costs of Swedish researchers currently in South Africa and participating in approved projects. (Subsistence allowance should be covered by the Swedish budget)
- Personal accident and medical insurance for South African researchers traveling to Sweden (excluding costs for dental care, the treatment of chronic diseases and repatriation costs in the event of urgent medical treatment required in South Africa, or in the event of death.)
- Travel costs of S.A. participating students will be considered under this agreement



Please look at www.nrf.ac.za/funding/swedishcall.stm for more information about how to apply from NRF, South Africa.

Costs to be financed by Sweden:

- Return airfares (economy class) of Swedish researchers traveling to South Africa
- Accommodation and local travel costs of South African researchers currently in Sweden and participating in approved projects. (Subsistence allowance should be covered by the South African budget)
- Personal accident and medical insurance for Swedish researchers traveling to South Africa (excluding costs for dental care, the treatment of chronic diseases and repatriation costs in the event of urgent medical treatment required in Sweden, and in the event of death).
- Production costs for co-authored publications emanating from the research project
- Costs for the organization of project- and theme-related workshops with South African and Swedish participation.

South Africa

The following costs may NOT be financed:

- **Salaries shall not be financed**
- Consultants' fees
- Major equipment and infrastructural costs
- Bursaries, stipends/salaries for courses, education and training of doctoral students, post-graduates etc.

Duration of project

Research co-operations will be funded for maximum **three years**.

Planning grant

A planning grant of an amount of maximum **75 000 SEK/ or R 80 000** paid for by either SA or Sweden for both sides may be applied for. Please note that this amount is a lump sum only intended for one year. Thereafter a new application can be submitted in order to apply for a three year grant. Please indicate that the application concerns a planning grant by writing "planning grant" directly after the title of the project.

Deadlines

Closing date 4 May 2006 at 16.40 local time. Applications are submitted electronically through the system VR-Direct. Applications must be signed by all principal researchers and heads of departments involved. Proposals which are only signed by one partner will not be considered.



In South Africa hard copy applications should be submitted to the NRF: International Science Grants, via the university research office. All applications should be endorsed by the Director of Research

Application procedure

A joint application from the collaborating parties signed by all principal researchers and heads of departments or other scientific authority should be submitted electronically through the Swedish Research Council's website. No other forms of application (e.g. via fax or paper copies) are accepted.

In order to apply, go to vrdirect.vr.se, which leads to the Swedish Research Council's application system (can also be reached from www.vr.se) and you'll find an electronic application form and instructions on how to complete it.

When the applicants finalise and electronically submit the application to the Swedish Research Council, a special Appendix (Appendix S) is generated. This Appendix must be printed out, signed and sent to the Swedish Research Council in paper format.

For South Africa the application must also be submitted to the National Research Foundation on a special form, available at <http://www.nrf.ac.za/funding/swedishcall.stm> or from the NRF in Pretoria. Each application must be signed by the respective South African principal investigator, Head of Department and the Research Authorizing Officer.

Submitting the application

Applications to the Swedish Research Council for research grants for the year 2007 and subsequent years must be received by the Council no later than 16.40 local time on **Tuesday 4 May 2006**. Appendix S with signatures must be received no later than **Friday 12 May 2006** at 16.40 local time.

Assessment of applications

Evaluation Procedure South Africa

The application is assessed by external evaluators and scored according to the assessment score sheet. The NRF compiles a ranking list according to the evaluators' scores. The NRF submits the ranking / priority list to the Swedish Research Council.

An expert panel composed of representatives from Swedish research councils (VR, FAS, FORMAS, and VINNOVA), Sida/SAREC and experts in the appropriate subject areas will assess the applications. The expert panel will compile and submit a ranking list to the Swedish Research Council. The Swedish Research Council submits the ranking / priority list to the NRF.



The NRF's and The Swedish Research Council's priority lists are compared and discussed at an annual meeting of the **Joint Technical Committee** that meets alternatively in South Africa or in Sweden. The negotiations result in a joint priority list of projects, which are approved and agreed upon by both NRF and Sida. Contracts are signed between NRF and the successful South African institution and between the Swedish Research Council and the successful Swedish institution. The disbursement of funds on both sides only takes place upon receipt of the signed contracts.

Decisions

Grant decisions will be published on the Swedish Research Council's website, www.vr.se during November, 2006. Letters rejecting or approving applications, with statements of opinion, will be sent to all applicants.

Disbursement of approved grants will begin in January 2007.

WHAT MUST BE INCLUDED IN THE APPLICATION?

- Basic information, see the application form
 - To reach the application form, start by register at vrdirect.vr.se.
 - After choosing "new application", make the following choices:
 - 1.1 *Area of science*: Other areas
 - 1.2 *Type of grant/position*: International Research Grant
 - 1.3 *Announced grant*: SIDA - Swedish Research Links
- Project description (Appendix A, **the project description is limited to a maximum of 8 pages**)
- Curriculum Vitae (Appendix B, **maximum 2 pages**, focusing on the most important research projects and publications) of the principal researchers and of other participating researchers in the project
- Publication lists (Attachment C), principal researchers only
- Budget (Appendix G)
- Signatures (Appendix S)



The project description (appendix A)

- The following are required headings for this part of the application.
- Please use double-spacing, 12 point size (Times New Roman font preferred) for the project description as well as the other appendices.

1. Detailed description of the project

Give background information and a description of the joint research project.

2. Scientific and technological background

Give a brief summary of the theoretical framework of the research project and indicate the relation of the project to previous and ongoing research in the field concerned. Include a brief literature review of the proposed research field or area.

3. Specific objectives and expected significance of the research

State the overall purpose and the specific objectives of the **research collaboration**, expected contribution to new knowledge, expected societal and institutional impact and other potential benefits of the project.

4. Methodology and work-plan

Provide a detailed description of the research plan and indicate which tasks will be carried out by the researcher(s) from Sweden, the international researcher(s) or by both. The research plan should include detailed information on how the project is to be conducted; methodology, techniques, processing, timetable, state of research, etc. and also a detailed account of available resources including all personnel and equipment. The timetable should entail an overview of the cooperation and a tentative plan for travel and meetings.

5. Record of preliminary results

Define the major outputs expected from the project and outline the plans for the dissemination or implementation of the findings of the proposed research (reports, presentations, seminars, workshops, conferences, etc.).

6. Mode of co-operation between researchers

Describe the co-operation between the institutions and researchers involved in this project. Please include any previous co-operation as well.

7. Previously funded LINKS-projects

If either research partners have received grants previously from Swedish Research Links, a short project report should be included with the new application.

8. Bibliography relevant to the research area.



CV/ Scientific qualifications (appendix B)

A CV must be submitted both for the applicant and for the other researchers participating in the project (or equivalent). Note that the list of publications should be given separately, in Appendix C.

The following must be specified:

- Doctoral degree (year, discipline/subject area, title of thesis, supervisor)
- Postdoctoral work (year and position)
- Qualification as Associate Professor (year)
- Current position, period of appointment, time for research in the position
- Previous positions and periods of appointment
- Parental leave etc to date
- Distinctions
- People awarded doctorates for whom the applicant has been the main supervisor (names, years)
- Postdoctoral researchers who are or have been engaged in collaboration with the applicant in the research group (names, years)

The CV may comprise maximum two A4 pages per participant.

List of publications (appendix C)

Publications should be classified under the following headings:

- Peer-reviewed articles
 - Peer-reviewed conference contributions
 - Overview articles, book chapters, books
 - Patents
 - Publicly available computer programs developed by the applicant/researcher
 - Popular-scientific articles/presentations
- The researcher's ten most important publications should be marked with one asterisk (*) and the ten most important publications for the project (or equivalent) with two asterisks (**).

The list should contain publications by the applicants only (not including participating researcher's publications) over the past eight years (1999–2006).

Detailed budget (appendix G)

Budget description

Specify the budget for the project in appendix G using the specified headings. The table below may be used. Funding from other sources must be listed. The budget will cover costs from both parties. The administrative costs may not exceed 35%.

1. Total costs for co-authored publications, workshops and unforeseen
2. Total costs for travel, accommodation and subsistence allowance
3. Other costs

Swedish partner

	First Year	Second Year	Third Year
Co-authored publications, workshops, unforeseen			
Travel, accommodation and subsistence allowance			
Other costs			
Planning grant			
Administrative Costs on the above, not to exceed 35%			
TOTAL			

International partner

	First Year	Second Year	Third Year
Co-authored publications, workshops, unforeseen			
Travel, accommodation and subsistence allowance			
Other costs			
Planning grant			
Administrative Costs on the above, not to exceed 35% (costs for international institution only)			
TOTAL			



Appendix with Signatures (appendix S)

This Appendix is generated and enclosed automatically with the electronic application.

Appendix S should be printed out and signed by the applicants as well as by the heads (or equivalent) of the departments or establishments where the research will be conducted. The signatures confirm that the departments can accommodate the project, that the costing in the application is approved for the departments' part, and that any proposed experimentation on human or animal subjects has been reported. The applicants must have discussed these conditions with the representatives of the host universities/institutions before the latter approve and sign the application.

Appendix S is sent by regular mail to the Swedish Research Council.

In order for the electronic application to be processed, the signed Appendix S must be received by the Swedish Research Council no later than 12 May 2006.

Address:
The Swedish Research Council
Swedish Research Links
SE-103 78 Stockholm, Sweden

DISBURSEMENT AND USE OF FUNDS

Funds will be disbursed to the Swedish researcher's institution. The Swedish researcher will be responsible for transferring the funds to the international partner. 35% overhead costs must be included in the Swedish project budget. Overhead costs cannot be deducted by the Swedish institution from the international project funds. Funds shall be used according to the mutually agreed budget.



REPORTING

Benefiting researchers shall submit a final financial as well as a scientific report on the utilisation/employment of the funds for the span of the project to the Swedish Research Council (Vetenskapsrådet) and to the National Research Foundation in South Africa according to the contract.

Principal researchers shall assist and co-operate with Sida/SAREC and the Swedish Research Council in performing audits, follow-ups and evaluations, as well as in providing any other information that the partners may request, including records and documents.

INTELLECTUAL PROPERTY RIGHTS

The specific terms regarding intellectual property rights such as patents, know-how and copyrights, shall be determined in separate agreements or protocols between the co-operation partners concerned.

PUBLIC ACCESS

Applications to the Swedish Research Council are public documents. Please note that, for an applicant who intends to apply for a patent, the Swedish Research Council is unable to treat applications for research support as secret. An application containing material that is also to be included in a patent application should therefore not be submitted to the Council until after the patent application has been submitted and when the next call for tenders occur.

Information on grants approved will be posted on the Swedish Research Council's website.

DISSEMINATION OF RESEARCH FINDINGS

Research results shall be freely published and disseminated.

Sida/SAREC should be mentioned on the front page of any research reports and studies which have been produced as a result of the research co-operation and which have been funded in terms of the Research Links Agreement. If Sida/SAREC wants to reprint the report/publication, written consent should be procured from the principal researchers involved in the collaboration.

ETHICAL APPROVAL OF RESEARCH PROJECTS

For projects carried out in their entirety in Sweden, Swedish rules shall apply.

For projects carried out in their entirety in a country outside of Sweden, regulations must be in accordance with institutional standards, criteria and approval of the country in which the project is carried out.

For projects carried out in countries outside Sweden the following rules shall apply:

- Projects involving human subjects require ethical approval by a responsible authority in the country concerned. In the case of Swedish researchers or institutions participating, approval is also required from a Swedish ethical committee.
- Projects involving experimentation on animals should, whenever possible, be approved by a responsible authority in the country concerned. In the case of Swedish researchers or institutions participating, approval is also required from a Swedish ethical committee for animal experiments.
- Projects involving clinical trials of drugs, vaccines or other pharmaceutical preparations require, in addition, approval by a drug regulatory authority or other responsible authority in the country concerned. In the case of Swedish researchers/institutions participating or Swedish products being tested, approval shall also be obtained from the Medical Products Agency (Läkemedelsverket) in Sweden.

Renewed ethical approval is required, where applicable, when changes or additions are made with regard to the original project plan. The recipient scientist/institution is responsible for ensuring that ethical approval in accordance with the above-mentioned rules is obtained before the study is started. At the request of Sida or the Swedish Research Council the recipient scientist/institution shall produce proof of ethical approval. Sida and the Swedish Research Council retain the right to require that such proof is produced before the grant is disbursed.



CONTACTS

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