



**RISA**

Research and Innovation  
Support and Advancement



**science  
& technology**

Department:  
Science and Technology  
**REPUBLIC OF SOUTH AFRICA**

## **Research Infrastructure Support Programmes (RISP) Grants**

**National Equipment Programme (NEP)**

**National Nanotechnology Equipment Programme (NNEP)**

**MANUAL/GUIDE for 2011/12 applications**

**Grants Management and Systems Administration**

**May 2011**

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## Endorsements

<b>Prepared by Grants Officer: GMSA: Strategic Platforms</b>		
<b>Name</b>	<b>Signature</b>	<b>Date</b>
Mrs Natasha Jeftha/Mrs Stephanie Harris		

<b>Recommended by Grants Director: GMSA: Capacity &amp; Strategic Platforms</b>		
<b>Name</b>	<b>Signature</b>	<b>Date</b>
Mrs Anthipi Pouris		

<b>Approved by Executive Director: GMSA</b>		
<b>Name</b>	<b>Signature</b>	<b>Date</b>
Dr Bernard Nthambeleni		

## List of Acronyms

CSIR	Council for Scientific and Industrial Research
CV	<i>Curriculum Vitae</i>
DHET	Department of Higher Education and Training
DST	Department of Science and Technology
HDI	Historically Disadvantaged Institution
MINTEK	Council for Mineral Technology
NEP	National Equipment Programme
NNEP	National Nanotechnology Equipment Programme
NRF	National Research Foundation
NSI	National System of Innovation
PI	Principal Investigator
RISP	Research Infrastructure Support Programme
RSA	Republic of South Africa

# 1. Introduction

If South Africa has the human capital capable of generating new knowledge and technologies through research and innovation using quality infrastructure, that includes state-of-the-art research equipment, our nation's mission to create wealth, jobs and eradicate poverty can be achieved.

State-of-the-art research infrastructure, linked to the development of highly skilled people and the generation of new knowledge and technologies, is a prerequisite for progress in science and technology as well as for economic growth.

In order to fulfil its mandate, the National Research Foundation (NRF) has initiated, in partnership with the Department of Science and Technology (DST), the Research Infrastructure Support Programmes (RISP) that support the acquisition, maintenance and development of the state-of-the-art equipment. In order to achieve this objective, two sub-programmes, the National Equipment Programme (NEP) and the National Nanotechnology Equipment Programme (NNEP) were established. The latter programme is operated under the auspices of the DST and its National Nanotechnology Strategy.<sup>1</sup>

Support through NEP and NNEP is intended for researchers from

- Publicly-funded South African universities; and
- Publicly-funded research entities such as Science Councils,<sup>2</sup> National Research Facilities, research laboratories, including research hospitals and museums.

The main criteria used to evaluate the applications include:

- Scientific merit of the proposed research.
- Human capacity development.
- Regional and national collaboration with other institutions and industry.
- Effective sustainable utilisation of the equipment.
- Appropriate maintenance of the equipment.
- Appropriate training of technical staff for diagnostic, maintenance and application purposes.

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<sup>1</sup> DST (2007). *National Nanotechnology Strategy*. Pretoria, RSA. The document is available on the DST website <http://www.dst.gov.za/publications-policies/strategies-reports/reports/Nanotech.pdf>

<sup>2</sup> The Nanotechnology Innovation Centres based at Mintek and CSIR are excluded from NNEP as they receive funds directly from DST.

The Call for Proposals in the two programmes will be open from

**30 May 2011 to 29 July 2011.**

**No late applications** will be considered.

**The NRF will contribute up to a maximum of R7 million per application only**

## 2. Objectives

The objectives of the aforementioned programmes are to:

- Support the acquisition of state-of-the-art equipment through purchasing or upgrade of instrumentation so that researchers can undertake world class research;
- Provide infrastructure for research capacity development, mainly postgraduate student training, and staff development;
- Support the development of technical and applications expertise, related to the research equipment acquisition, through research collaboration and training workshops;
- Create a long-range planning culture for research equipment utilisation, maintenance and replacement;
- Support and promote institutional, regional and national research priorities; and
- Specifically for the NNEP, support the development of nanoscience and nanotechnology research in the country.

## 3. National Equipment Programme

The NEP is designed to provide funding and support for research and training within the National System of Innovation (NSI). This programme seeks to improve the competitiveness of South African research and training by contributing to the:

- Improvement of the research infrastructure;
- Expansion of the capacity to undertake research and training; and
- Promotion of collaboration nationally, in line with the national research priorities.

The strategic context for the NEP arises from the National Key Research and Technology Infrastructure Strategy<sup>3</sup> of the NRF, which is based on two pillars of intervention namely the:

- **Well-founded Laboratory**

This involves minimum levels of (usually departmental) equipment and facilities that are required for postgraduate training and research. The concept of a well-founded laboratory embraces the equipment, infrastructure and utilities needed to operate a scientific laboratory. This is the base case and is to be funded by the Department of Higher Education and Training (DHET).

- **Infrastructure for world-class research and innovation**

This involves major items of equipment for multi-disciplinary and inter-disciplinary research which are usually too costly to acquire by institutions individually or collectively. The world class research equipment can also imply large or specialised pieces of equipment that are needed to catapult research and student training to new levels of achievement. This is to be funded by the DST through the NRF.

The NEP supports the acquisition, upgrade and development of state-of-the-art equipment only, in support of the intervention:

**“Infrastructure for world-class research and innovation”**

## **4. National Nanotechnology Equipment Programme**

The DST, through its Nanotechnology Strategy, aims to position South Africa as a player in the emerging areas of nanoscience and nanotechnology. The approach will be to harness the existing capabilities by promoting multidisciplinary and inter-institutional research, particularly in the critical socioeconomic impact areas of Water, Energy and Health, as well as in the industrial areas of Chemical and Bio-Processing, Mining and Minerals, Advanced Materials and Manufacturing.

Further to supporting research and innovation in nanoscience and nanotechnology, the DST and the NRF are committed to developing human capacity in these areas, so as to allow the assimilation of nanotechnology based research into industry and the commercialisation of nanotechnology-based products.

The specific interventions supporting nanotechnology and nanoscience as proposed by the National Nanotechnology Strategy are listed below:

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<sup>3</sup> NRF (2004). *A National Key Research and Technology Infrastructure Strategy*. Pretoria, RSA.

- **Characterisation Centres**

The aim is to establish and maintain geographically distributed multi-user facilities to provide researchers with advanced instruments for design, synthesis, characterisation, modelling and fabrication.

- **Research and Innovation Networks**

Collaboration among traditional disciplines, research teams and institutions is critical for both progress in understanding nano-scale phenomena and developing nanotechnology applications.

- **Capacity Building Programme**

The aim of this intervention is to train researchers and provide other incentives that will lead to the development of critical mass in human research capacity in nanoscience and nanotechnology.

- **Nanotechnology Flagship Projects**

This intervention aims to demonstrate the benefits of nanotechnology by targeting the relevant impact areas as indicated above, within a reasonable period.

Underpinning each of the above mentioned interventions is the requirement to create the physical infrastructure to enable world-class nanoscience research, the exploration of its applications and the development of new technologies.

The NNEP supports the acquisition of both types of equipment, i.e. for **“well-founded laboratories”** and **“state-of-the-art research equipment”**.

## **5. Scope of Work**

Proposals submitted to the NRF may be for a single instrument or multiple complimentary instruments that collectively constitute a single analytical research system.

The NRF encourages local design and development of the next generation of research equipment in South Africa. Therefore, institutions are encouraged to apply for support for the design, procurement, construction, testing and certification of novel research equipment.



## 5.1 Eligibility

All researchers who hold a doctoral degree and are full-time employees or on a full-time term-appointment (for at least three years following the application to the Programme) to any of the following organisations are eligible to apply:

- Publicly-funded South African Universities; and
- Publicly-funded research entities such as Science Councils<sup>4</sup>, National Research Facilities, research laboratories, including research hospitals and museums.

## 5.2 Grant Criteria

In order for the proposal to be accepted, the applicant must provide details on:

- A feasible five-year plan to access the necessary financial resources for:
  - Conducting user training workshops;
  - Providing technical staff with the necessary training for diagnostic, maintenance and operational purposes by the selected supplier;
  - Safety and security;
  - Conducting cutting edge research projects;
  - Ensuring access to the equipment by researchers based at remote institutions;
  - Maintenance, operation and repair of the equipment; and
  - Insurance and running expenses.
- Commitment for the required financial and other support from the designated authority at the applicant's institution.
- How the equipment is incorporated into the longer-term institutional research plan.
- How the equipment will be utilised for postgraduate training and research and innovation activities by academic staff and postgraduate students;
- A research plan for current and new research projects;
- A comprehensive plan for human resource development, including students, staff, operators and technicians. This plan must also include a succession strategy if the applicant is nearing retirement or is on a fixed term appointment (for at least three

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<sup>4</sup> The Nanotechnology Innovation Centres based at Mintek and CSIR are excluded from NNEP as they receive funds directly from DST.

years following the application to the Programme). In addition the plan must address the involvement of individuals from the designated groups, particularly young, black and female researchers as well as researchers with disabilities;

- Clearly defined roles for each member in the proposal;
- A strategy for international exposure of young researchers, and for attracting international expertise; and
- Details for current and future collaborations regionally, nationally and internationally.

A minimum of **three (3) quotations *plus* a motivation** for the selection of supplier must be included in the application. If this is not included, the application will not proceed to the evaluation stage.

The applicant must be committed to the following:

- NRF conducting site visits to assess the utilisation of the equipment by inter-, intra- and remotely located institutional researchers;
- Submission of an annual report detailing the usage of the equipment, together with a copy of the year's logbook that is signed off by the institutional research management.

### **Eligibility and Grant Criteria Summary for 2011 applications**

<b>Eligibility Criteria</b>	<p>All researchers who hold a doctoral degree and are full-time employees or on a full-time term-appointment (for at least three years following the application to the Programme) to any of the following organisations are eligible to apply:</p> <ul style="list-style-type: none"> <li>• Publicly-funded South African Universities; and</li> <li>• Publicly-funded research entities such as Science Councils,<sup>5</sup> National Research Facilities, research laboratories, including research hospitals and museums.</li> </ul>
	<p>Proposed research must fall directly into any of the national research priorities and those referred to in the DST <i>10-Year Innovation Plan</i><sup>6</sup> and <i>South Africa's National R&amp;D Strategy</i><sup>7</sup>. In</p>

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<sup>5</sup> The Nanotechnology Innovation Centres based at Mintek and CSIR are excluded from NNEP as they receive funds directly from DST.

	the case of NNEP the proposed research must address the requirements of the Nanotechnology Strategy.
	For NEP and NNEP the total value for acquisition should not be less than R0.2 million. The NRF contribution will <b>not exceed</b> R7 million.
	In the case of NEP, the Institution at which the applicant is employed must be committed to a 2:1 (NRF: Institution) funding contribution with the NRF. However in the case of under-resourced institutions, the institutional contribution is negotiable.
	Applications must be endorsed by their Institutions to be considered for funding.
Maximum period of support	This is a once-off grant spanning a <b>maximum</b> period of two years where after unspent funds may be withdrawn and reallocated.
Type of support	For the purchase of research equipment as per application and review panel recommendation.
Expected outputs	Annual progress report for a <b>five-year period</b> , from year of award.
	A minimum of <b>10 postgraduate students</b> trained per year on research utilising the research equipment purchased.
	A minimum of <b>three (3) publications</b> in international refereed (peer-reviewed) journals per year from the research undertaken utilising the equipment for research purposes.

### 5.3 Institutional Responsibility

Institutions submitting applications for funding are required to:

- Limit the number of applications to a maximum of five (5) per institution for NEP and two (2) for NNEP;
- Prioritise applications, in the case of multiple submissions, within each funding programme;
- Ensure completeness of applications, approve and authorise all applications submitted, including the commitment to the criteria mentioned on page 2, through the institutional management structure; and
- Depending on the specific funding programme ensure the following:

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<sup>6</sup> DST. *The 10-Year Innovation Plan*. Pretoria, South Africa. Accessible at [http://www.dst.gov.za/publications-policies/strategies-reports/The\\_Ten-Year\\_Plan\\_for\\_Science\\_and\\_Technology.pdf](http://www.dst.gov.za/publications-policies/strategies-reports/The_Ten-Year_Plan_for_Science_and_Technology.pdf)

<sup>7</sup> DST (2002). *South Africa's National Research and Development Strategy*. Pretoria, South Africa. Accessible at: [http://www.dst.gov.za/publications-policies/strategies-reports/reports/sa\\_nat\\_rd\\_strat.pdf](http://www.dst.gov.za/publications-policies/strategies-reports/reports/sa_nat_rd_strat.pdf)

- **For NEP applications**, the host institution is expected to provide funding towards the purchase of each piece of equipment at a ratio of 2:1 (i.e. 2/3 of the total cost from the NRF and 1/3 from the institution). In the case of applications from under resourced institutions the funding ratio is negotiable on a case by case basis.
- **For NNEP**, although no matching investments are required, co-investment is encouraged.
- That the appropriate building infrastructure is/will be in place to house the state-of-the-art equipment.
- That training programmes are regularly hosted on a regional and national basis for the optimal utilisation of the equipment.

## 5.4 **Proposal Requirements**

All applicants, and their deputy leaders, need to be registered on the NRF Online System (<http://nrfonline.nrf.ac.za>), and complete or update the *Curriculum Vitae* (CV) section as it will be considered as an integral part of the application. This is a requirement for the Strategic Platforms Programme Grants unit to process the application. **Applicants who fail to complete the NRF Online Registration and CV sections timeously will not be considered for funding.**

For the proposal to be considered, it should have the following information:

- A description of the proposed research equipment.
- A justification for the proposed research equipment.
- A description of the planned research activities which includes both the:
  - scientific merit of the proposed research in terms of advancing knowledge to improve global competitiveness; and
  - qualification and competence of the researcher(s) to conduct the proposed research.
- The feasibility of the proposed infrastructure and research work.
- Impact of the research equipment on the following:
  - How the research equipment meets national research goals, specifically for state-of-the-art instruments.
  - How the research equipment meets the institutional research plans and how it will assist the institution in building research capacity.
  - How the research equipment will be utilised to train students at postgraduate level and in particular black and women students.

- How the research equipment is accessible to intra- and inter-institution plus remotely located researchers.
- What programmes are in place to ensure training and knowledge transfer to the regional and/or local community; including the mentoring of emerging researchers from HDIs.
- What collaborative initiatives are in place to ensure that the equipment is used sustainably across institutions, especially with historically disadvantaged institutions.
- How the infrastructure will respond to the envisaged research and innovation outputs.
- Alignment of the research infrastructure with research initiatives across research fields at the research institutions.
- Alignment of the research infrastructure with other equipment placed at different departments at their respective research institutions with regard to availability, access and capacity of existing equipment.
- Specific organisational commitments regarding building infrastructure and costs associated with maintenance.
- Biographical sketch of the principal investigator (PI) including the following:
  - Previous history of student training.
  - Current students benefiting from similar instruments.
- A comprehensive management plan (the complexity of which is commensurable with the value of the proposed equipment), that includes discussion on the following points:
  - Maintenance and operation of the research equipment, including the necessary technical expertise for these tasks.
  - Access to the research equipment or plans for use by staff, students and users from other institutions.
  - Number and demographic profile of postgraduate students that will be trained on the infrastructure.
  - Training of technical staff for diagnostic, maintenance and operational purposes by the supplier.
  - Other supportive/feeder equipment available.
  - Plans to attract other users.
  - Insurance arrangements.

- User workshops to train and acquaint other users with the applications of the research equipment.
- Plans for student training (Please name students where applicable, state degree level, as well as how they will use the equipment in their research).
- Publications from similar work.
- Current grant(s) from the NRF.
- Budget, including all other sources of funding applied for and committed. Applications must clearly indicate how the total cost for the acquisition, housing, operation and maintenance of the equipment applied for will be raised. This should be complemented with a financially viable costing plan / including an indication of the projected income from other sources to cover operational and maintenance costs.
- Quotations from a minimum of three (3) suppliers should be supplied. A motivation for preference/choice should be provided where three viable options are not available.
- If a tender process is required by the institution, this should be completed either **prior to submission** of the proposal **or within two (2) months of receiving the letter of award** in the case of a successful applicant, in order to expedite the subsequent steps for the release of funding.
- At least six (6) suggested independent peers, ***not involved in joint research projects or collaboration*** that can objectively review the proposal. It is also possible to note, with justification, individuals that should preferably **NOT** be used as reviewers for the application.

## 5.5 ***Unacceptable Proposals***

The following types of proposals **will not be** considered:

- Applications without an updated CV of the applicant.
- Research equipment that cannot be used in postgraduate student training (or where no plan for such training is provided).
- General laboratory research equipment (i.e. well-founded laboratory equipment) in the case of applications to the NEP.
- Renovation of buildings, utilities and facilities.
- Fixed equipment, that forms part of laboratory infrastructure, such as laminar flow cabinets, power systems, cold rooms and gas reticulation systems.
- Proposals that do not include three (3) written quotations or detailed explanations where less than three suppliers are available.

- Proposals where a number of equipment is proposed that are not complimentary in capability and can be regarded as a “shopping list”.
- Proposals where there appears to be duplication of equipment within departments and / or between regional institutions. It is the responsibility of the applicant to ensure that the relevant background checks with regard to availability and / or access and capacity of existing equipment have been completed. (see requirements in section 5.4)

## 6. Evaluation Process

The evaluation process includes two distinct steps:

1. Internal screening
2. Panel peer-review of qualifying proposals

### 6.1 *Internal screening*

All applications will be screened by GMSA staff for completeness. If the criteria, described in detail, in this document, are not met, the applications will be rejected and will not be taken further into the evaluation process.

### 6.2 *Panel peer-review of qualifying proposals*

GMSA identifies local and international panel members who are experts in the scientific fields of the applications as well as in the use of the specific equipment. There are three panels to which the applications are assigned:

- NNEP – this panel evaluates those applications that request equipment required for the advancement of nanotechnology and nanoscience ;
- NEP – this panel evaluates those applications that request equipment required for the advancement of the physical sciences and engineering disciplines; and
- NEP – this panel evaluates those applications that request equipment required for the advancement of the environmental and biological sciences.

The peer review committee undertakes an evaluation process with criteria listed below and makes recommendations to the NRF for the funding of the applications.

### 6.3 Evaluation criteria

Below are the criteria and scoring that will be used by the NRF to select proposals for funding:

Criteria	Explanation	Weight
<b>Management Plan</b>	<p>The Management Plan should include a brief description of the equipment as well as its components and should clarify issues such as:</p> <ul style="list-style-type: none"> <li>• Building infrastructure to house equipment</li> <li>• Required services and utilities</li> <li>• Safety and security</li> <li>• Alternate power supply</li> <li>• Responsibility for the operation</li> <li>• Training</li> <li>• Responsibility for the maintenance</li> <li>• Appropriate skilled staff to operate and maintain equipment</li> <li>• Technician training</li> <li>• Preventative maintenance schedule</li> <li>• Operating cost budget over the next five years</li> <li>• Charge out rate</li> <li>• Students listed to use the equipment (name of student, research topic and how equipment is used in research)</li> <li>• Training workshops</li> <li>• Collaboration with other researchers (inter- and intra-institutional and regional/national researchers particularly from HDI's)</li> </ul>	20%
<b>Scientific Merit</b>	<ul style="list-style-type: none"> <li>• Scientific and technical merit: Must demonstrate an understanding of the critical issues in the research area and research excellence.</li> <li>• Feasibility: the appropriateness of methodology, time frame and financial estimates. A critical assessment of the feasibility with regard to the experience and expertise of participants in the team to optimally use the equipment to benefit their research</li> <li>• Relevance and Impact: of the research in the research community and the influence/impact on research and technological productivity.</li> <li>• Market Relevance: expand on the downstream applications of the research conducted in terms of market relevance.</li> <li>• PI track record in terms of research productivity</li> <li>• Current research activities of the PI and listed co-users</li> <li>• The extent of multi-disciplinarity of the proposed research</li> <li>• Potential Impact and envisaged outputs of the proposed research and technological activities (including community outreach activities)</li> </ul>	30%
<b>Human Resource Development</b>	<ul style="list-style-type: none"> <li>• The NRF is committed to redress and equity and the PhD as a driver. Therefore it is expected that the applicant demonstrates: <ul style="list-style-type: none"> <li>○ A good track record of postgraduate student training and staff development with the view of obtaining higher qualifications</li> <li>○ Training of staff members in order to improve their ability to operate, diagnose and maintain the research equipment</li> <li>○ Attention to equity and redress in terms of Human Capital Development (students and young researchers training)</li> <li>○ Mentoring of young researchers from HDIs</li> </ul> </li> </ul>	30%



<b>Collaboration</b>	<ul style="list-style-type: none"> <li>Demonstration of collaborative activities within the same institution, the region, nationally and internationally.</li> <li>Training workshops around the research equipment with regional and national stakeholders.</li> </ul>	20%
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## 6.4 Research Infrastructure Support Programmes Grants – NEP, NNEP Scoring Card

Criterion	Details	Weight	Non-Compliant	Poor	Fair	Adequate	Good	Excellent
<b>Management Plan 20%</b>	Feasibility & Efficiency of Management Plan	20%	0	1	2	3	4	5
Please note that if the management plan is less than adequate, the application will be considered only if deficiencies can be addressed by the institution.								

<b>Scientific Merit 30%</b>		<b>Weight</b>	<b>Nationally below average</b>	<b>Nationally average</b>	<b>Nationally leading</b>	<b>Internationally Competitive</b>	<b>Internationally Leading</b>
	Scientific/technical excellence	13%	1	2	3	4	5
	Research activities	5%	1	2	3	4	5
	Scientific impact/outputs	10%	1	2	3	4	5
	Multidisciplinarity	2%	1	2	3	4	5

<b>HR Development 30%</b>		<b>Weight</b>	<b>Nationally below average</b>	<b>Nationally average</b>	<b>Nationally leading</b>	<b>Internationally Competitive</b>	<b>Internationally Leading</b>
	Research students and Postdoctoral Fellows	5%	1	2	3	4	5
	Black and female students	10%	1	2	3	4	5
	Staff development	5%	1	2	3	4	5

	and training (higher qualification & operator and maintenance training)						
	Mentoring young researchers from HDIs	5%	1	2	3	4	5
	PI track record	5%	1	2	3	4	5

<b>Collaboration 20%</b>		<b>Weight</b>	<b>Nationally below average</b>	<b>Nationally average</b>	<b>Nationally leading</b>	<b>Internationally Competitive</b>	<b>Internationally Leading</b>
	Intra-institutional collaboration	8%	1	2	3	4	5
	Regional and national collaboration in line with redress and equity	7%	1	2	3	4	5
	International collaboration	5%	1	2	3	4	5

## 7. Payment of grant

Grants are paid to the organisation where the grantee is employed. Eighty percent (80%) of the grant will be paid on receipt of:

1. The signed Conditions of Grant;
2. Information relating to the equipment which will be uploaded onto the National Equipment Database at the following URL, <http://eqdb.nrf.ac.za>;
3. The NRF approved Management Plan, including a detailed Gantt Chart;
4. Outcomes of the institutional tender process;
5. A pro-forma invoice; and
6. A covering letter from the DVC: Research, declaring their institutional commitment towards addressing the additional requirements for installing and maintaining the equipment.

The balance of the grant will be paid on receipt of:

1. A final TAX invoice, and
2. A formal letter from the grant holder, supported by the Designated Authority at the applicant's research institution, indicating that the equipment has been installed and is functional.

## 8. Reporting

Submission of annual reports stating the:

1. Number of honours, masters and doctoral students; postdoctoral fellows; and researchers (from both the private and academic sectors) that utilised the equipment (name and demographics of student, research title and how equipment was used in research);
2. Number of Honours, Masters and Doctoral students that graduated with the use of the equipment (state name of student, research title and how equipment was used in research);
3. Number of postdoctoral fellows that have used the equipment (state name of fellow, research title and how equipment was used in research);
4. Number of researchers (local and abroad) that used the equipment during the year with demographic profiles defined;
5. Revenue generated over the past year from researchers and industry;
6. Operational costs over the past year;
7. Training of technical staff on the operational, maintenance and diagnostic purposes;
8. Training workshops;
9. Collaborative initiatives with historically disadvantaged institutions, and other regional players in the same field of research;
10. Number of active research collaborators who use equipment;
11. Number of collaborative projects associated with the equipment;
12. Research and knowledge outputs; and
13. A brief narrative describing how equipment impacted advancement of key research areas.

Annual progress reports must be submitted by 31 January following the award of the grant, and for **five consecutive years after** payment of the full grant by the NRF.

## 9. Other information

### 9.1 *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*<sup>8</sup> which will override this condition of grant.

### 9.2 *Data Storage, Usage and Dissemination*

Should the outputs of the research project not be protected, conscious plans need to be made to make the data available to the larger research community through existing databases, some of which can be specific to the research field and other any other generic field. Furthermore, measures need to be undertaken to ensure effective data management and integrity.

### 9.3 *Ethics*

A grantholder is required to maintain the highest ethical and safety standards when conducting 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 respect, including those laid down by the institution concerned. If the application is successful, the ethical clearance certificate, if applicable, has to be submitted to the NRF before any funds could be released.

## 10. How to apply

The call for RISP application will be open for a two-month period from **30 May 2011 to 29 July 2011**. The application can be downloaded from the NRF website, [http://www.nrf.ac.za/funding\\_overview.php](http://www.nrf.ac.za/funding_overview.php). **All** sections of the form must be completed.

Copies of the validated application form in hard-copy **AND** electronic format should be returned to the NRF:

- Hard copies should be sent to: Ms Winnie Motsatsi, Liaison Officer: SPP-G, GMSA, NRF, PO Box 2600, Pretoria 0001

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<sup>8</sup> RSA (2008). *Intellectual Property Rights from Publicly Financed Research and Development*. Act 51 of 2008. Government Gazette, 22 Dec 2008. Vol 522, no 31745.

- Electronic copies should be emailed to: Ms Winnie Motsatsi at [winnie@nrf.ac.za](mailto:winnie@nrf.ac.za), with a cc to Mrs Stephanie Harris ([stephanie@nrf.ac.za](mailto:stephanie@nrf.ac.za) ).

Validated electronic versions of the completed application form sent by the research administration and should reach the NRF by the closing date. If this is not done, the application will not proceed to the evaluation stage.

## 11. NRF contacts for queries:

Ms Winnie Motsatsi Liaison Officer: Strategic Platforms Grants GMSA National Research Foundation Tel: +27 (0) 12 481 4024 E-mail: <a href="mailto:winnie@nrf.ac.za">winnie@nrf.ac.za</a>	Mrs Stephanie Harris Coordinator: Strategic Platforms Grants GMSA National Research Foundation Tel: +27 (0) 12 481 4024 E mail: <a href="mailto:stephanie@nrf.ac.za">stephanie@nrf.ac.za</a>
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