

**R**esearch & **T**echnology **F**und

*An Initiative of the Department of  
Agriculture, Forestry & Fisheries*



managing agency

# **Research and Technology Funding (RTF) Framework and Guide Document for 2019/20-2021/22**

**September 2018**

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## **1. Background**

### **1.1 Strategic context**

The Department of Agriculture, Forestry and Fisheries (DAFF) has established the Research and Technology Fund (RTF) as a vehicle to optimise DAFF's investment in research and improve coordination of efforts within the research system. Some of the challenges to be addressed by RTF, which require science-based solutions, include:

- Maintaining the competitiveness of the sector for commercialization and foreign markets;
- Degradation of natural resources associated with climate change;
- Low productivity by the small-holder farmers;
- Policy and institutional arrangements which inhibit growth and development of the sector; and
- Development of skilled professionals involved in R&D.

The National Agricultural Research and Development Strategy was a key guiding document for the establishment of the RTF. The RTF will invest funding through the following two funding models which are detailed in section 2 below:

- i) Co-funding model (CoFM); and
- ii) Competitive funding model (CompFM).

### **1.2 Goals**

The RTF aims to contribute to the following strategic goals:

- Improve the funding mechanism for research and innovation;
- Develop capacity building and research partnerships;
- Develop new technologies to support small-holder cooperatives in agriculture, forestry and fisheries, technically and in terms of market requirements; and
- Conduct commodity-specific research to support improved products in the Agriculture, Forestry and Fisheries sectors.

## **2. Funding modalities**

The two types of RTF funding models are the CoFM and CompFM. The CoFM research topics and areas will primarily be directed by the industrial partners who will also be co-funding, while there is no co-funding required in the CompFM. In addition, research projects funded through the CompFM will be informed by the DAFF priorities. It is anticipated that there will be linkages between the two RTF funding models, where projects from the CompFM will move to the CoFM or to other technology funding instruments after completion.

### **2.1. Co-funding model**

The core purpose of CoFM is to promote public-private partnerships in research and development. It will provide a collaborative platform for government to address challenges faced by industry in the Agriculture, Forestry and Fisheries sectors and to improve the funding mechanism for research and innovation. Under this mechanism mandatory monetary contribution from the industry being at least 20 - 50% of the project budget, will be required as a condition for funding, and no in-kind contribution will be matched. Funding priority will be given to projects that benefit the disadvantaged communities.

### **2.2. Competitive funding model**

CompFM will consider supporting projects that will be carried out by public research institutions/universities, based on transformation ideals, technologies suitable for small-holder

producers, etc. Extensive collaboration is important for projects funded under this mechanism. The projects funded through CompFM should be led by a Historically Disadvantaged Institution (HDI), OR a research entity (Science Council), a Provincial Department of Agriculture Research Station, and one small-holder cooperative (refer to DAFF website for more detail on small-holder cooperatives).

### 3. Funding criteria and rules

**Table 1** – A listing of the minimum criteria for funding of projects and their respective applicability for the two funding models.

**NB:** The review panel will determine the extent of importance of the areas below in each funding model.

Specific	CoFM	CompFM
<b>3.1. Nature of project:</b>		
The project must be in agriculture, forestry and fisheries whose outputs must make a significant contribution towards improving the <b>small-holder cooperatives</b> , global competitiveness, commercialization, value addition and agro-processing for specific commodities.	X	X
The project must be in agriculture, forestry and fisheries whose outputs must make a significant contribution towards improving the <b>industry partner's competitive edge</b> , global competitiveness, commercialization, value addition and agro-processing for specific commodities.	X	
The project must have clearly defined scientific, or technology, or appropriate systems outputs.	X	X
The project must lead to development of a prototype (product, process, technique or methodology) to benefit the industry partners/small-holder cooperatives /targeted communities. This could include new seed varieties, the development of new cultivars, genotypes, animal feed rations, production and marketing strategies, etc.	X	X
The project should lead to the transfer of outputs to small-holder cooperatives /targeted communities. Support for professional development and small-holder technology needs will also be the basis for funding.	X	X
The project should be led by a researcher employed by a Provincial Department of Agriculture Research Station/ University/Science Council. In the case of researchers from Provincial Department of Agriculture Research Stations/Centres that could not apply through the NRF application system, these researchers could implement their projects in partnership with any institution that is registered on the NRF online submission system as indicated in Annexure 3.	X	X

Specific		CoFM	CompFM
Each project must have at least two student at postgraduate level (Honours, Masters or Doctoral) participating.		X	X
<b>3.2. Research Themes and Priority Areas to be addressed</b>			
Research Theme	Priority Research Area		
Efficient and improved or enhanced production system	Grains (Maize, Wheat, Sorghum, Millet)	X	X
	Fruits and Vegetables (Potatoes, Beans)	X	X
	Livestock (Cattle, Goats, Sheep)	X	X
	Food safety management systems	X	X
	Animal feeds and energy efficiency	X	X
	Fisheries	X	X
	Aquaculture	X	X
	Forest pests and diseases	X	X
	Agriculture pests and diseases	X	X
Mechanization, post-harvest and value-addition	Industrial Crops (Natural fibres, bio-composite materials)	X	X
	Soya beans value chain	X	X
	Bio-economy: Bio-energy and biofuels feed stock	X	X
	Food safety	X	X
Sustainable natural resources use and management	Biodiversity and resilient ecosystem services	X	X
	Land and land use management	X	X
	Irrigation and water management	X	X
	Containment and management of degraded areas	X	X
	Conservation practices	X	X
Climate Change	Adaptation options	X	X
	Mitigation options	X	X

<b>3.3. Outcomes to be achieved</b>		
Food security within South Africa	X	X
Market access and profitability	X	X
Improve global competitiveness, commercialization, value addition and agro-processing for specific commodities	X	X
Empowerment programmes and technology transfer to address the needs of small-holder cooperatives	X	X
Protection and enhancement of natural resources.	X	X
Contribute to an increase in the number and quality of people with appropriate skills in the development and management of technology for the industry	X	X
Improve collaboration networks among research institutions	X	X
<b>3.4. Funding contribution and levels from RTF</b>		
Compulsory co-funding with industry partner's contribution being at least 20% (SMMEs) and 50 % (Associations and Large companies) of the project budget. <b>This is only monetary, in-kind contribution should not be accounted for on this contribution.</b>	X	
A project will be funded to a <b>maximum total of R1 500 000.00</b> for the duration of a funding cycle (i.e. a period of up to 3 years).	X	
A project will be funded to a <b>maximum total of R750 000.00</b> for the duration of a funding cycle (i.e. a period of up to 3 years). This is only RTF contribution.		X
<b>3.5. Qualifying costs</b>		
The following items are funded within the programme on condition that they are legitimate research costs and support the proposal presented for funding:		
<u>Personnel</u> The costs towards personnel should exclude the salary of staff employed on a full-time basis by the institutions involved in the project. Personnel costs that can be covered by RTF include: <ul style="list-style-type: none"> <li>• Research assistant remuneration. Remuneration and allowances for support personnel are determined by the institution concerned, according to its own policies.</li> <li>• Technical, scientific, personnel (must not be employees of the HEI/research institutions/science council where the project is based or of the contributing industrial partner in the case of CoFM). The motivation for these costs must clearly be presented in the funding proposal.</li> </ul>	X	X

<p><u>Travel</u></p> <ul style="list-style-type: none"> <li>• Local travel to present a paper at a conference or visiting of project collaborators. A detailed breakdown of costs for accommodation and travel. The cost may not exceed 10% of the project cost, if above, a clear project plan will be required for the approval of the proposal.</li> <li>• International events, including workshops, conferences and visiting experts and/or centres of specialization which are essential for the project. A detailed motivation with the breakdown of costs for accommodation and travel is required for approval. Maximum R60,000 per project per annum, and only permissible to the principal and co-investigators.</li> <li>• Local accommodation costs should not exceed a 3* establishment</li> <li>• Subsistence allowance and Travel costs should be aligned, and be in compliance with the financial policies of the Research Institution that incurs the expenditure.</li> </ul>	X	X
<p><u>Research Consumables</u></p> <p>Consumables must be for use by the research group of the funded RTF project. The purchased consumables must become the responsibility of the Research Institutions that are involved in the project.</p>	X	X
<p>Bursaries</p> <p>Bursary funding may be paid from the grant of the project solely for postgraduate studies (<b>See Annexure 2</b>)</p>	X	X
<p><b>3.6. Qualifying Matching Funds</b> (Applies to CoFM only)</p>		
<p>The following will qualify as industry partner contributions for matching by the DAFF:</p> <ul style="list-style-type: none"> <li>• Funds provided for the specific project which is seeking funding from RTF.</li> <li>• Funding provided by industry partners who are involved in the project and are looking to apply the research outputs in improving their products/processes.</li> <li>• Compulsory co-funding with industry partner's contribution being at least 50% of the project budget for the Associations and Large Industries, and 20% for SMMEs. <b>This is only monetary.</b></li> <li>• Even though the in-kind contribution from the industry partner will not be matched, it is encouraged and should be reported in the Annual Progress Report.</li> </ul>	X	





Research Station/Centre. Other research institutions can participate as partners in the projects.		
Industry partners contributing financially, must be involved in the funded projects. The industry partner must give a clear indication of how it expects to benefit from the project outcomes. Funding priority will be to projects that benefit the disadvantaged communities.	X	
<b>3.8. Participants / role-players / beneficiaries</b>		
<p><b><u>Principal investigator:</u></b></p> <p>The principal investigator (i.e. the applicant) must be an active researcher who takes intellectual responsibility for the project, its conception, any strategic decisions required in its pursuit, and the communication of results. The principal investigator must have the capacity to make a serious commitment to the project and cannot assume the role of a supplier of resources for work that will largely be placed in the hands of others. The principal investigator will take responsibility for the management and administration of resources allocated to the grant award, and for the meeting of reporting requirements.</p> <p>The principal investigator should have:</p> <ul style="list-style-type: none"> <li>• Full-time employment in a research institution/university OR have an employment contract whose duration is at least that of the number of years for which the RTF funding is approved.</li> <li>• Experience and qualification in Agriculture, Forestry or Fisheries research.</li> <li>• Capacity to supervise students at postgraduate level</li> <li>• Cannot be a student in their own projects</li> <li>• To advance DAFF and sector transformation ideals priority will be given to historically disadvantaged South Africans</li> </ul> <p><b><u>Co-Investigator:</u></b> is an active researcher who provides significant commitment, intellectual input and relevant expertise into the design and implementation of the research application. The Co-Investigator will be involved in all or at least some well-defined research activities within the scope of the application. Only South African-based co-investigators will be eligible for funding in successful grant applications.</p> <p><b><u>Research Associates / Collaborators:</u></b></p> <p>These individuals or groups make a relatively small, but meaningful contribution to the research endeavours outlined in the application, but do not participate in the research design. They are not considered a part of the core</p>	X	X

research team, and are not eligible to receive funding from the grant if the team’s application is approved for funding.		
<b>3.9. Intellectual property</b>		
Intellectual Property generated by RTF funded research must be appropriately protected and exploited, in a manner that is compliant to the Intellectual Property Rights from Publicly Financed Research and Development Act, (Act No. 51 of 2008)(“the IPR Act”).	<b>X</b>	<b>X</b>

### 3.10. Call for proposals

#### Submission of proposals

- **Only one proposal per applicant (through the partnerships indicated in section 3.7 above), will be approved for funding. A maximum of three projects per institution will be funded.**
- The applicant from a University/Science Council/Research Institution is responsible for completing the application form and to “submit” it to the institution’s designated authority in the Research Office, or equivalent, for submission to the NRF.
- All applications must be submitted via the NRF Online Submission System at <https://nrfs submission.nrf.ac.za>.
- The Designated Authority in the Research Office or equivalent of the institution screens the application before submission to the NRF. In the case of CoFM, the validation should be done only after the industry partners and small-holder cooperative (**through a letter and attached to the application**) have accepted and approved the application. The application is only acceptable to the NRF after the Designated Authority at the institution has signed-off on it. This is intended as an indication that the institution is aware of the application and assures the quality of the application.

Incomplete OR late submissions will not be accepted.

**Call closes: 30 November 2018**

#### COLLABORATING PARTNERS

##### CoFM

- In the case of CoFM, the industry partner(s) has to also complete and submit a form in which they approve the application, commit to co-funding it and indicate their anticipated benefit from the proposed project.

##### CoFM

- The collaborating partner(s) including small-holder farmers have to complete and submit a form in which they approve the application, commit to collaborating and indicate their anticipated benefit from the proposed project

#### Screening of proposals

- NRF screens the submitted and validated applications primarily for completeness, correctness and/or whether submission has been made to the appropriate programme.
- Where necessary and appropriate, the NRF will enable and invite applicants to attend to the application deficiencies that need attention. The applicant will attend to the deficiencies and re-submit.

### 3.11 Data Management Plan and Use

A data management Plan (DMP) is a formal document that describes the data you expect to acquire or generate during the course of a research project, how you will manage, describe, analyse, and store the data, and what mechanisms (including digital data storage) you will use at the end of your project to share and preserve your data. Research data sharing that underlies the findings reported in a journal article/conference paper/thesis as set out in the NRF Open Access Statement.

The findings reported in a journal article or conference paper should be deposited in accordance with the NRF Open Access Statement. It is acknowledged that some data generated are more sensitive than others. Before initiating the research, it is the grantholder's responsibility to consider the following: confidentiality, ethics, security and copyright. Possible data sharing challenges should be considered in the DMP with solutions to optimise data sharing.

Researchers should note that publicly-funded research data should be in the public domain, with free and open access, by default. Collaborators, Co-funders and co-investigators in the research project should be informed by the applicant that due to public funding and funder mandate, one is expected to share research data as openly as possible. The Data Management Plan should indicate which data will be shared. If (some) research data is to be restricted, an appropriate statement in the DMP and subsequent publication should explain why access to data is restricted.

The National Research Foundation has adopted and is given permission to use the DCC Checklist for Data Management Plan, and this can be used as a guide for developing the DMP. ([http://www.dcc.ac.uk/sites/default/files/documents/resource/DMP/DMP\\_Checklist\\_2013.pdf](http://www.dcc.ac.uk/sites/default/files/documents/resource/DMP/DMP_Checklist_2013.pdf))

### 3.12 Science Engagement

NRF supports Science Engagement through its Science Engagement Framework which is a guiding document for promoting science engagement in order to integrate the natural sciences, engineering, social sciences, and humanities, in pursuit of a society that understands and values science and technology and its critical role in national prosperity and sustainable development, while engaging critically in societal development. Science Engagement entails promoting science to targeted groups of society through science awareness, science education, science communication, and science outreach and science literacy. This is expected to lead a broad understanding of science, technology, and all aspects of the innovation chain. Researchers funded through the NRF programmes are required to contribute to Science Engagement by undertaking related activities and report these and their outputs in their project's Progress Report.

### 3.13 Assessment and Decision-making Procedure

#### 3.13.1 Assessment process

The NRF will coordinate and lead the peer review process. Reviewers will be nominated from HEIs, research institutions including Provincial Departments of Agriculture Research Stations/Centres, as well as from industry. A score card suitable for the RTF programme will be used when reviewing applications (**Annexure 1**). Successful applications will be subjected to the process of ranking in terms of criteria (and sub-criteria) that reflect the objectives, priorities and focus of RTF. In order for a project to be funded, the following hurdles must be satisfied:

### 3.13.2 Deciding on funding

Funding decisions will be made guided by:

- Panel recommended scores and ranking as per the scorecard
- Available funding
- RTF Management Committee (ManCo)
- Consequences of decisions to fund *vis a vis* policy, strategic objectives, priorities, focus and targets for RTF.

**Due to limited funding:**

- **One project per applicant will be funded**
- **Maximum of three projects per institution will be funded.**

**Re-allocating freed-up funds**

- “RTF funds, the status of which changes from committed to non-committed, may be used for re-allocation to further RTF activities within the same financial year, on approval by the Project Sponsor responsible for RTF” as determined by DAFF.

### 3.14 Accept conditions of grant and nominate students

Upon approval of the grant, RTF will send the award letter and the Conditions of Grant to the researcher. The researcher/granthead will then be able to nominate students -linked to the project. This is critical as it is the only manner in which NRF captures students supported through its programmes to enable extraction of student data of acceptable integrity.

### 3.15 Release and Payment of grants

Funding to RTF approved projects will be released under the following conditions:

- The completed and signed “Conditions of Grant” has been submitted to the NRF; and
- A least two students per project have been nominated through the NRF online nomination process and all the required documents have been provided.

**Unique to CoFM:**

Appropriately authorised Proof of Payments (PoP) (e.g. institutional receipt issued to the firm or a bank transaction record) from the industry partner should be submitted.

The PoP must be accompanied by a statement from the relevant financial authority of the HEI/SC certifying that the applicable industry contribution was (or is to be) used for the project concerned.

**Institutions are required to set their internal deadline for receiving PoPs from the Industry Partners. Funds (Running Expenses) will only be released upon receipt of POPs.**

3.16.1 Payment of funds will be made under the following conditions:

Payments can only be made when funds have been released by the Grants Management and Systems Administration (GMSA) directorate of the NRF (see above). The NRF makes two payments to institutions every month.

Bursaries will be awarded as per the NRF rules.

These grants will fall under the NRF audit requirements of beneficiary institutions.

3.16.2 Secure Proof of Expenditures (PoEs)

Proof of Expenditure (PoEs) should be submitted in December of each year in the form of a template as provided by the NRF.

### 3.16.3 Carry-Forwards

The Carry Forward process is a process to enable grantholders to carry over unspent funds from one year to the next. This is not an automatic process, and grantholders have to motivate why the funds should be carried forward as per the Carry Forward Guidelines sent to all institutions.

## 4 Reporting at project level

### 4.1 Progress Reports (PRs)

(Deadline: 15 February of each year)

The technical component should be relatively brief and focus on the progress and outputs vis-à-vis set milestones and projected outputs for the year concerned. A template developed by the NRF and DAFF will be made available to grantholders through the NRF Online Submission System. The reporting templates will provide for submission of the information for purposes of reviewing the report, as well as for reporting, including meaningful statistics.

### 4.2 Annual financial report

The NRF will provide details on the format of financial reports to the organizations concerned, and these reports should be submitted to the NRF as per the NRF Grant Finance Deadline Dates provided. This is done by the Finance Department of each institution.

External audit reports in the prescribed format verifying the figures contained in the financial reports must reach the NRF by 31 March and 30 June for Universities and Science Councils, respectively. Should the organization fail to submit this audit report, all payments will cease until it has been received.

## 5 Changes

The RTF management, through the NRF, reserves the right to change the terms of RTF support where and when necessary. If this were to happen however, due consideration must be given to possible implications of the actions and the change intention or decision must be communicated to the grantholder and relevant authority in the research institution. A need to change could typically be influenced by:

- Availability of funds;
- Failure by the other partner/s in the RTF project to honour agreements; and
- Changes in circumstances.

Grantholders may also request changes to the project. These will be considered, decided and communicated to the grantholder by the NRF. In deciding these changes, the NRF must ensure that the relevant internal (to the NRF) affected parties and authorities are appropriately consulted and that decisions are taken per delegation of authority. The need to effect changes in the project plan could for example be influenced by changes in circumstances such as resources or participants.

## QUERIES

Funding rules related queries	Application process related queries
<p><b>Dr Zolani Dyosi</b></p> <p><b>Director: Knowledge Advancement and Support</b></p> <p><b>Tel: 012 481 4131</b></p> <p><b>Email: zolani@nrf.ac.za</b></p>	<p><b>Ms Nancy Munzhelele</b></p> <p><b>Liaison Officer: Grants Management and Systems Administration</b></p> <p><b>Tel: 012 481 4300</b></p> <p><b>Email: nancy.munzhelele@nrf.ac.za</b></p>

## Annexure 1: Assessment Score Card

### Assessment Scorecard and Funding Decision Criteria for the Research and Technology Fund Proposals

The application that do not meet the following Hurdles will be disqualified.

<b>HURDLES</b>			
<b>Criteria</b>	<b>Explanatory Notes</b>	<b>CoFM</b>	<b>CompFM</b>
Contribute to the development of the industry partner	Project contribution towards improving the industry partner's products/processes.	Yes	
Collaborating with small-holder cooperatives	Develop new technologies to support small-holder cooperatives in agriculture, forestry and fisheries.		Yes
Project lead	Project should be led by a Historically Disadvantaged Institution, OR a Science Council OR a Provincial Department of Agriculture Research Station/Centre.		Yes
Technology Transfer	Technology transfer includes that of new knowledge into a process or product (prototype), or the transfer of existing knowledge into a new process or product to benefit the needs of small-holder cooperatives in the case of CompFM, and to benefit the industry partner in the case of CoFM.	Yes	Yes
Skills and Human Resources development (Students and other personnel).	Professional development for the support of small-holder cooperatives' and industry partners' technology needs. AND Involvement of at least 2 postgraduate students per project.	Yes	Yes

<b>B. SCORING: Applies both to CoFM and CompFM</b>	
<b>Criteria</b>	
<b>Presentation of proposal for the proposed project</b> <ul style="list-style-type: none"> <li>The project proposal must demonstrate appropriate, high quality science, and/or technology research methods and approaches. These should be provided at a level of detail enabling a specialist to evaluate quality.</li> <li>The proposal must clearly demonstrate a link between the method/approach and meeting project objectives.</li> </ul>	<b>SCORING</b>
a) All aspects of the project are well planned with appropriate methods and a clear logical link between research approach and outcomes.	5
b) Most aspects of the project are well planned, with appropriate methods and a clear logical link between research approach and outcomes.	3-4
c) Few aspects of the project are well planned, with appropriate methods and a clear logical link between research approach and outcomes.	1-2
d) Presented plan is unclear, and there is no logic between research approach and outcomes.	0
<b>Contribute to food security and/or rural development within South Africa.</b> <ul style="list-style-type: none"> <li>Research contribution to the acquisition of sufficient food on a sustainable basis to communities within South Africa.</li> </ul>	<b>SCORING</b>
a) Demonstrated a clear ability to contribute to food security and/or rural development.	5
b) Distinct potential to contribute to food security and/or rural development.	3-4
c) Some contribution to food security and/or rural development.	1-2
d) No contribution to food security and/or rural development.	0
<b>Empowerment programmes and technology transfer</b> <ul style="list-style-type: none"> <li>How could this project contribute to addressing the needs of small-holder farmers? The details of how technology will be transferred to small-holder farmers should be presented.</li> </ul>	<b>SCORING</b>
a) Demonstrated clear programmes to empower and transfer technology to small-holder farmers.	5



b) Distinct potential to empower and transfer technology to small-holder farmers.	3-4
c) Possibility to empower and transfer technology to small-holder farmers.	1-2
d) No empowerment and transfer of technology to small-holder farmers.	0
<b>Protection and enhancement of natural resources</b> <ul style="list-style-type: none"> <li>How is this research aligned to the Protection and enhancement of natural resources?</li> </ul>	<b>SCORING</b>
a) The project is about the protection and enhancement of natural resources.	5
b) Some aspects of the project address the protection and enhancement of natural resources.	3-4
c) There is some possibility for protection and enhancement of natural resources.	1-2
d) There is no protection and enhancement of natural resources.	0
<b>Project management plan</b>	<b>SCORING</b>
a) Permanent management structures such as a steering committee that meets at least twice a year and involves industry partner(s), all institutions involved, research leaders and students.	5
b) Regular scheduled meetings between industrial partner(s) and grant-holder and students.	3-4
c) Ad hoc meetings between industrial partner(s) and grant-holder	1-2
d) No meetings between industrial partner and grant-holder.	0
<b>Collaboration</b>	<b>SCORING</b>
Each collaborator's responsibilities should be detailed. Collaboration should be <ul style="list-style-type: none"> <li>Provincial Agriculture research centre(s)</li> <li>Industry Association(s)</li> <li>Universities</li> <li>Other entities</li> </ul>	

a) The project involves substantial networking and research collaboration between industry partner(s) and/or small-holder farmers and/or research institution(s). Black researchers must be included.	5
b) The project involves some networking and research collaboration between industry partner(s) and/or small-holder farmers and/or research institution(s). Black researchers must be included.	3-4
c) Little networking and research collaboration between industry partner(s) and/or small-holder farmers and/or research institution(s).	1-2
d) No networking and research collaboration between industry partner(s) and/or small-holder farmers and/or research institution(s).	0
<b>Student capacity building</b>	<b>SCORING</b>
<ul style="list-style-type: none"> <li>○ The project must involve students at postgraduate level (Honours/BTech, Master and Doctoral)</li> <li>○ Involvement of Post-Doctoral fellows is encouraged.</li> </ul>	
a) The project involves two or more black and female students	5
b) The project involves two or more black students or two or more female students	3-4
c) The project involves one black student or one female student	1-2
d) The project involves no black or female students	0
<b>Data Management</b> Plans for digital data storage, usage and/or dissemination	<b>SCORING</b>
a) A formal plan on how data will be manage, describe, analysed, and stored is clearly presented in the proposal	5
b) Important aspects of data management plan are presented in the proposal	3-4
c) Inadequate information provided in the proposal	1-2
d) No information related to data management plan provided.	0

## Annexure 2: Research and Technology Fund grants conditions for the award of grant holder-linked student support categories

### Postgraduate Bursaries

Grantholder-linked bursaries are intended for the support of the best (academically) postgraduate **students linked to the grantholder's research plan**. Grantholder-linked bursaries will be awarded for a full calendar year or for half a year (half value) depending on the date of registration of the student and the period for which the bursary is required.

Final year Undergraduate and Honours/BTech student assistantships: 100% SA citizens with a minimum ratio of 1:1 for Black and White participants;

- Masters bursaries: 90% to South Africans and 10% to candidates from other African countries;
- Doctoral bursaries: 80:15:5, SA: Other African: Rest of the World; and
- Postdoctoral bursaries: Open to all who undertake research in South Africa.

The equity distribution for these bursaries is targeted at the ratio:

- o 80% Black
- o 55% Female
- o 4% Disabled

### **Full time Bursary values**

<b>Level</b>	<b>Maximum Period</b>	<b>Amount</b>
Honours / B-Tech	1 year	R 60 000
Masters / M-Tech	2 years	R 90 000
Doctoral	3 years	R 120 000

Grantholder-linked bursary support for Masters and Doctoral students registered for **part-time study** can be considered (not for staff).

Support for a second degree at the same level **will not** be considered even if the first degree was not supported by the NRF. The maximum period of funding per level applies throughout all Programmes within the NRF.

Grantholders who wish to apply for a grantholder-linked bursary for Master's degree studies without the student first obtaining a BTech/Honours degree, must apply for a bursary at Masters level. Should the student not complete the degree funded for, he/she has to refund the total amount received even if he/she obtained any other degree in the process.

**Masters study by coursework** will be supported provided that the **research component of the degree comprises at least 50%** (as declared by the institution on the applicable bursary nomination) and that the research component is externally evaluated.

## Reporting on Progress

Progress of students supported under all of the four categories must be reported on in the grant-holder's Progress Reports.

## Supplementation

Bursaries and Fellowships:

Grantholder-linked bursaries may not be held simultaneously with another scholarship/bursary/grant from any other NRF or government source or with any other bursary/scholarship that is contractually binding.

Grantholder-linked student support may not be held concurrently with any NRF freestanding or block grant bursary, or grant for Research/Technical Assistance or Lecturer Replacement. Bursars are encouraged to undertake limited teaching, tutorials, assistance or demonstrating duties inline with the relevant policies of their respective institutions.

## Procedure

Once the student has been identified, a nomination has to be completed online at <https://nrfs submission.nrf.ac.za> and submitted electronically to the institution's Designated Authority for validation and submission to the NRF. A nomination has to be submitted annually per individual student for continued funding. The following documentation must be submitted with the nomination:

- Proof of Registration
- Signed copy of the Student Agreement form
- Copy of student's ID document
- Motivations (refer to foreign M&D nominations)

Supporting documentation for Masters by Coursework could be requested by the NRF. Funds reserved for grantholder-linked student support will only be considered on receipt of an online nomination and the required supporting documentation.

Nominations will not be processed without the abovementioned supporting documentation.

The Higher Education Institution concerned must report annually on the status of degrees obtained.

## Recovery of Funds

Students must complete the qualification concerned within two years after expiry of the NRF funding. **If such students fail to complete the qualification for which the funding was awarded, they should** refund all payments of the Bursary already received for study towards the particular degree, plus interest at the prevailing prime rate charged by the NRF bankers.

## **Budget**

**Running Expenses:** Feel free to re-prioritise your spending in-line with the submitted budget. However, RTF approval must be sought where funds are to be spent on items that are NOT included in your original budget

**Bursary funds:** Bursary funds cannot be converted into any other type of funding. It can only be used for bursary purposes.

### Annexure 3: Research Institutions Eligible for RTF funding

Please consult the NRF for verification if your institution is eligible and is not included in this list

African Institute for Mathematical Sciences	National Zoological Gardens of SA
Agricultural Research Council (South Africa)	Nelson Metropolitan University
Albany Museum	North-West University
Amathole Museum	Nuclear Energy Corporation of SA (NECSA)
Bayworld Centre for Research and Education	Oceanographic Research Institute (SAAMBR)
Centre for the AIDS Programme of Research in South Africa (CAPRISA)	Rhodes University
Centre for Proteomic and Genomic Research (CPGR)	Sefako Makgatho Health Sciences University
Council for Geoscience	Sol Plaatje University
Council for Scientific and Industrial Research	South African Astronomical Observatory (SAAO)
Department of Agriculture, Forestry and Fisheries	South African Environmental Observation Network (SAEON)
Department of Environmental Affairs	South African Institute for Aquatic Biodiversity (SAIAB)
Department of Environmental Affairs (Oceans and Coasts)	South African Medical Research Council (MRC)
Ditsong National Museum of Natural History	South African National Biodiversity Institute (SANBI)
Durban Natural Science Museum	South African National Space Agency (SANSA)
East London Museum	South African Sugarcane Research Institute (SASRI)
Ezemvelo KZN Wildlife	South African Weather Service
Hartebeesthoek Radio Astronomy Observatory (HartRAO)	Stellenbosch University
Human Science Research Council (HSRC)	Technology Innovation Agency (TIA)
Institute for Commercial Forestry	Tshwane University of Technology
International Centre for Genetic Engineering & Biotechnology (ICGEB)	University of Cape Town
iThemba Laboratory for Accelerator Based Science	University of Johannesburg

Iziko Museums of South Africa	University of KwaZulu-Natal
KwaZulu-Natal Museum	University of Mpumalanga
KwaZulu-Natal Sharks Board	University of Pretoria
McGregor Museum	University of South Africa
Mintek	University of the Free State
National Health Laboratory Service	University of the Western Cape
National Institute for Communicable Diseases	University of the Witwatersrand
National Museum	
<b>Historically Disadvantaged Institutions (HDIs)</b>	
Cape Peninsula University of Technology	University of Venda
Central University of Technology, Free State	University of the Western Cape
Durban University of Technology	University of Zululand
Mangosuthu University of Technology	Vaal University of Technology
University of Fort Hare	Walter Sisulu University
University of Limpopo	

***DAFF Provincial Research centres/stations that cannot apply on the NRF Online Submission System, are advised to apply in partnership with the closest NRF Recognised Research Institution as listed above.***