

REGULATIONS FOR HARRY CROSSLEY FOUNDATION FUNDING

PURPOSE:

Harry Crossley Foundation (HCF) funding is earmarked to support **research project running costs** for one year: January – November. This opportunity is only available to **Faculty of Medicine and Health Sciences (FMHS) postdoctoral fellows and post-graduate students** and should not be confused with the [Harry Crossley Scholarship](#) (bursary) that is available to all Stellenbosch University (SU) Masters and Doctoral students and for which applications are made online through the SU Postgraduate Office.

ELIGIBILITY:

1. **Masters and Doctoral students** (full time or part-time), registered at the FMHS during the award year
2. **Staff who are also enrolled as postgraduate students** at the FMHS
3. **Postdoctoral fellows** at the FMHS
4. Only one application per person may be submitted and candidates should apply themselves.
NOTE: Honours research projects are supported by the Undergraduate Research Fund. Applications will open in March, with a 1st April deadline. More information about Honours applications will be available from January on the [Undergraduate Research Project Fund webpage](#).

BUDGET REQUIREMENTS AND CONSIDERATIONS:

1. Funding awards will be made **proportionally**, in the **following categories**:
Masters student projects: 40%
Doctoral student projects: 40%
Postdoctoral fellow projects: 20%
2. The **maximum amount** per category that can be applied for, and that can be awarded, are as follows:
Masters student projects: Up to R 40 000
Doctoral student projects: Up to R 80 000
Postdoctoral fellow projects: Up to R 100 000
3. Applications, for which the funding request exceeds the maximum Harry Crossley Foundation funding award in a given category, will not be considered.
4. The purpose of the funding is to support costs directly related to a **specific research project**, for which alternative funding is not available, and **include** the following broad budget categories:
Project running or consumable costs
Research-related travel (except conferences – see below)
Specialist services
Minor research equipment (if strongly motivated)
Research assistance (if strongly motivated)
5. Budgetary items **not allowed to budget** for, are:
Student tuition fees
Thesis/dissertation editing, printing and binding costs
Conference registration and conference travel-related costs (apply to the [Fund for Scientific Travel](#) for this purpose, by 1 March, 1 July or 1 November)
Open access publication charges (apply to the [FMHS Open Access Publication Fund](#) for this purpose)
Biostatistical consultation (as it is sponsored and available free of charge for FMHS postgraduate students via the [Biostatistics Unit/Clinic](#))
NOTE: *Postdoctoral fellows may budget for Biostatistical consultation services, if required*
6. A **realistic budget of the actual needs** for the **grant period** should be compiled, as the full requested budget will be awarded to successful applicants, provided all the items are allowable (see above).
7. It will be expected from awardees to **expend all of the awarded funding** in the period up to **15 November** of the year for which the funds are allocated.

ETHICS APPROVAL:

1. Ethics approval does not have to be attained at the time of application, but funding will not be made available without valid ethics approval and/or permissible renewal status.
2. The **ethics approval number(s)** of the appropriate ethics review committee(s) for the particular research project should be supplied on the application form, as well as the **ethics expiry date(s)**, in cases where ethics approval(s) have already been granted.
3. It is the obligation of the applicant to ensure from which relevant SU ethics committee(s) approval(s) are required, as more than one approval may be required from the following research ethics committees (REC):
[Health Research Ethics Committee \(HREC\)](#)
[REC: Animal Care and Use \(REC: ACU\)](#)
[REC: Biological and Environmental Safety \(REC: BES\)](#)
[REC: Social Science, Behavioural and Education Research \(REC: SBER\)](#)
4. If the project for which financial support is required is new and has not yet been approved by the relevant research ethics committee(s), and these ethics approval(s) have not been obtained by **31 July** of the award year, the award may be cancelled. Do contact the Research Capacity Development and Funding Office (RCDFO), Mr Tashwell de Wet, tashwell@sun.ac.za, if you encounter a challenge in this regard.
5. Applicants are reminded that **timeous ethics approval is important** as they only have until **15 November** of the award year to spend their funding.
6. It is the obligation of the applicant to ensure that ethics approval(s) are **renewed timeously** and do not lapse, although proof of renewal(s) don't need to be submitted to the RCDFO once funding has been disbursed.

PROGRESS REPORTS AND RE-APPLICATION CONSIDERATIONS:

1. All applicants who received Harry Crossley Foundation funding in the previous year, must complete a **Progress report** form and attach it to their new funding application, regardless whether it is for the same project the re-application is being made. A re-application will not be considered without an attached progress report of satisfactory standard and outputs.
2. It should be clearly indicated for what duration a specific project has received previous support from the Harry Crossley Foundation on the application form.
3. All current awardees, regardless whether they apply again for Harry Crossley Foundation funding, must submit a completed Progress report form by **01 October** of the award year.

SUBMISSION PROCEDURE:

1. A completed application form must be electronically approved by the Supervisor (in case of a postgraduate student), Host (in case of a postdoctoral fellow) or Divisional, Departmental, Centre, Institute or Unit Head and **submitted to Mr Tashwell de Wet** (tashwell@sun.ac.za) **via e-mail**. The application form, with relevant **attachments** accompanying the application, must be submitted as **one PDF document** and should be submitted by **01 October**. No hard copies are required and an **application form should be submitted in its original fillable format**, not scanned.
2. Please note that incomplete or late applications will not be considered.
3. Applicants should receive an outcome notification via e-mail by December / January. Funds will be transferred to a dedicated cost centre during January of the funding year, provided ethics approval is in place.

REVIEW PROCESS AND CRITERIA:

1. Each eligible application will be reviewed by two independent reviewers and rating scores will be assigned to each of the following aspects:
 - (a) Adequacy of the research team for the proposed study
 - (b) Clarity of the research aim(s) and objectives
 - (c) Clarity and appropriateness of the research design and/or proposed methodology
 - (d) Feasibility of the study scope and timeline
 - (e) Study significance in context, adequately stated
 - (f) Whether the budget is realistic, clearly motivated, and within the scope of the funder
2. Funding awards are made **competitively**, based on the cumulative scores of the independent reviewers and in accordance to the proportional distribution of funding (stated above).