

## Science and Technology Development Fund

[www.stdf.org.eg](http://www.stdf.org.eg)

## Industrial Modernization Center

[www.imc-egypt.org](http://www.imc-egypt.org)

# Innovation Grant Guide for Applicants

### About this Guide

This is version number **1** of The Science and Technology Development Fund Innovation Grant Guide for Applicants.

If it is revised during the course of The Science and Technology Development Fund, the new Guide will be given a different version number.

*Please note: This Guide is based on the rules and conditions directed by The Higher Council for Science & Technology, as well as the presidential decree No. 218 for 2007.*

*The Guide does not in itself have legal value, and thus does not supersede the Presidential decree.*

# Table of Contents

I. Introduction.....	3
I.A Objectives.....	4
II. General Terms and Conditions.....	5
III. Scope and Type of Activities.....	6
IV. Rules and Procedures .....	7
IV.A Eligibility Criteria .....	7
IV.B Submission Procedures .....	8
IV.C Evaluation Criteria .....	8
IV.D Before The Evaluation.....	8
IV.E Budget Estimation .....	9
IV.F Payment Procedures.....	9
IV.G Eligible costs .....	10
IV.H Follow Up.....	11
IV.I Evaluation of Technical Reports.....	13
IV.J Intellectual Property Rights: .....	13
IV.K Negotiation and Contract Signing: .....	14
V. Important Dates:.....	14

# I. Introduction

As a result of a complete reform for the Science and Technology (S&T) governance system in Egypt, carried out by the Ministry of State for Scientific Research, a Higher Council for Science and Technology (HCST) and a Science and Technology Development Fund (STDF) were established by presidential decrees number 217- 2007 and 218- 2007 respectively. The main goal of the HCST's is to strategically plan for the utilization of scientific research for economic and societal development. STDF's main goal is to promote Science, Technology, and Innovation (STI) through funding scientific research and technological development in a way that supports the complete cycle of innovation, figure 1. STDF's operations are governed by a vision of an educationally, economically, and technologically developed Egypt and a strong belief in the fundamental role of STI to drive these developments and consequently improve the quality of life for all Egyptians.

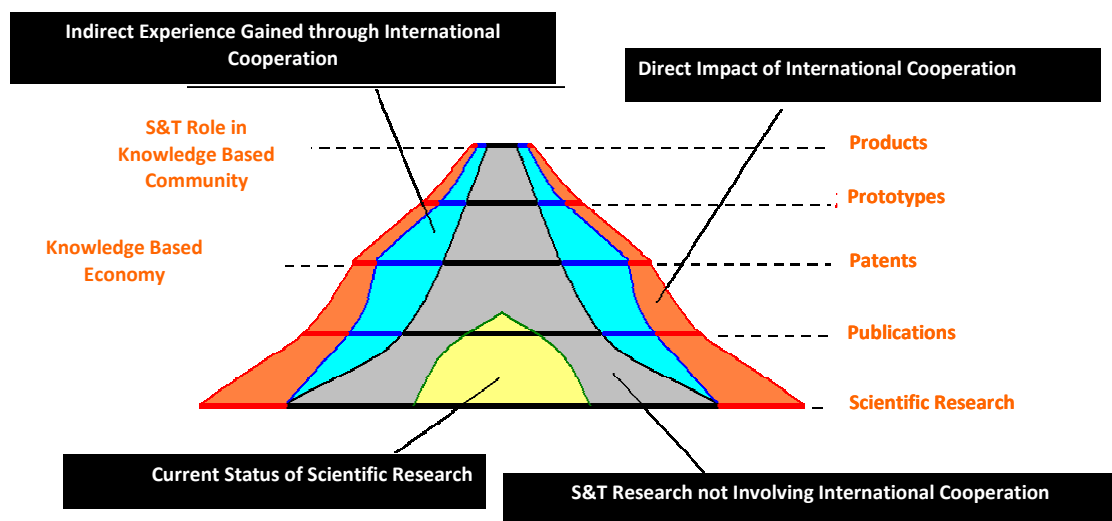


Figure 1. New S&T Governance and Management Model in Egypt

As the world is moving from a knowledge based economy to an innovation based economy, technology and innovation are vital to Egypt competitiveness and economic performance. Technological development promotes sustainable economic expansion; increases productivity, and create high-wage jobs and world-class exports. Therefore, Innovation Grant is being established to support Egyptian innovators from the early stages of formulating concepts for novel technologies and new processes to the stage of developing new technologies, processes and products.

For these reasons, STDF and IMC agreed on developing the Innovation Grant to support Egyptian Industry.

## **I.A Objectives of the Innovation Grant**

The objectives of the Innovation Grant include the following:

- Funding of scientific innovation and its development till the development of prototype.
- Alleviating the technological risk in the technology application.
- Support scientists with scientifically and practically established innovation.
- Possible future support of successful technologies to alleviate business risks and market risks.

## II. General Terms and Conditions

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These remarks apply for ALL STDF Grants

- All proposals must be uploaded to the STDF website, proposals submitted by e-mail or send as hard copies will not be considered.
- Please download the Guide for Proposal Writing for the exact format and requirements.
- No project should be submitted simultaneously in more than one grant.
- DO NOT submit proposals previously funded either by STDF or any other funding agency. Proposals deemed to be funded by other grants will be disqualified & applicants will be banned from submitting proposals to STDF for 5 years.
- Any publications produced as a result of STDF & IMC funded proposals, should acknowledge STDF & IMC funding in the publication.
- STDF's IPR rules and regulations applies for all relevant cases.
- All proposals MUST be in English Language, Arabic is allowed only for proposals in the field of Humanities.
- A letter from the institution director is required stating that the project idea was not funded or submitted to another agency (national or international). The letter should be signed and stamped by the institution.
- If more than one institution is involved it has to be clearly stated which institution is in charge and the role of each institution has to be specified.
- Please use the exact formats required in the Guide for Proposal Writing.

## III. Scope and Type of Activities

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Under this call, “innovative” refers to:

- Technological product innovation: a new or improved product with considerably different characteristics from an existing one;
- Technological process innovation: adoption of new or improved production method, including methods of product packaging and delivery; and
- New service or new method of service delivery.

The projects supported by this Fund should be novel, unique; and clearly grounded in sound science and engineering principles and offer reasonable potential for concrete applications of interest and value to the Egyptian economy. This Fund will:

- Support innovative research from all fields of science
- promote leading-edge research that is linked to new ideas and concepts, and/or to the development of novel research instrumentation;
- Support technology development through prototyping or pilot-scale demonstration;
- Enhance technological innovation and improve competitiveness of the different economic sectors in Egypt;
- provide wider access, extend, build new partnerships and strengthen links between academia and Industry; and
- Capitalize on excellent research opportunities that draw on the local, national, and international intellectual capital;

## IV. Rules and Procedures

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### IV.A Eligibility Criteria:

Egyptian universities; research centers; civil society; non-profit organizations; Small and Medium Enterprises (SMEs) and industry can apply to this grant scheme.

Both research teams and individuals could apply to this grant; however teams consisting of researchers from both academia and industry are encouraged.

The following criteria should be fulfilled in order to be eligible for a grant:

- Any Egyptian citizen who is affiliated to an Egyptian institution may apply as a principal investigator (PI).
- For a non-Egyptian resident who is affiliated to an Egyptian institution, he/she may apply as a PI but the deputy-PI or co-PI must be an Egyptian citizen. Overall, at least 65% of the research team members must have Egyptian nationality.
- The work should be carried out in Egypt; some activities might be conducted outside Egypt, if deemed necessary and upon the approval of STDF and IMC.
- An applicant may submit and awarded more than one proposal under this call for proposals provided that the applicant provides information to STDF and IMC on workload distribution among the submitted projects.

## **IV.B Submission Procedures:**

The submission process must be completed by uploading the proposal to the STDF website ([www.stdf.org.eg](http://www.stdf.org.eg)) to which registration is required.

## **IV.C Evaluation Criteria:**

The following criteria will be used to evaluate the proposals competitiveness.

- Novelty: The qualities of the idea that make it a new or unique approach
- Technical Merit: The soundness of the scientific and engineering principles on which the idea is based
- Potential Impact: Expected future impact on Egypt's innovation power, industry, economic development, and socioeconomic situation.
- Commercial Potential

The evaluation of proposals is carried out by STDF and IMC with the assistance of national/ international independent experts. STDF and IMC staff ensure that the evaluation process is transparent, robust and fair.

## **IV.D Before The Evaluation:**

- Proposals received by STDF or IMC are registered, acknowledged, and their contents entered into a database to support the evaluation process.
- Eligibility criteria for each proposal are checked by STDF and IMC staff before the evaluation begins.
- Proposals which do not fulfill the eligibility criteria will not be evaluated.
- Proposals which are not in alignment with the application template available at the website will be considered ineligible.

#### **IV.E Budget Estimation:**

Upon the approval of STDF and IMC, a maximum grant of L.E. 5 millions will be awarded to the accepted project in order to cover all costs required to accomplish the project during a nominal period of, at least, 2 years and a maximum of 4 years.

Grant applications must include a detailed estimated budget in which all expenditures are given in Egyptian Pounds, see Guide for writing STDF proposals.

Budgets should be carefully developed and should not be overestimated. STDF and IMC reserve the right to reject a proposal which its budget is considered as overestimated by proposal reviewers.

Funding of selected proposals under this call is subject to availability of appropriated funds.

#### **IV.F Payment Procedures:**

When a project is approved by STDF and IMC, a contract agreement will be signed between IMC, the applicant host institution and the applicant. IMC rules and procedures will be applicable.

## IV.G Eligible costs :

The eligible direct costs for the action are the costs identified as specific costs directly linked to the performance of all activities as detailed in the project proposal.

- ***The cost of staff***

Cost of Staff is considered as an overall Grant divided into months for the whole duration of the project.

- ***Travel cost***

Travel and subsistence costs for staff and other persons taking part in the action. Travel costs are calculated upon the receipt of the actual costs of travel (plane ticket invoice, train tickets, etc.), while costs of stay (in other countries) are calculated upon a flat per diem rate for each country visited. Justification for the travel should be provided in the proposal, Annex I, see the application template: budget justification.

- ***Equipment***

Purchase or rental costs for equipment and supplies, as stated in the detailed budget included in the proposal, specifically for the purposes of the Action

- ***Indirect Costs***

A total of 20% over the total direct cost of the project might be allocated as indirect costs that are payable to the applicant's host institution (Where the Research is being conducted). Such indirect costs are payable for the usage of facility and infrastructure of the host institution, Annex I, Application template: Budget justification)

- ***Ineligible costs***

The following costs shall not be considered eligible:

- Return on Capital.
- Interest Owed.
- Currency exchange Losses.
- Items already financed by another grant, awarded either by STDF or by any other funding agency.

## **IV.H Follow Up:**

- ***Technical Reports***

A 6 month report , an annual report(s), and a final report are requested throughout the whole period of the Project:

- ***6 month report***

Submitted after 6 months of the official start of the project, and includes the following items:

- Structure of project management.
- Alignment of project activities and progress with the original proposal.

- ***Annual report***

Submitted at the end of each year from the official start of the project, and includes the following items:

- Scientific achievements till the date of the report submission;
- Alignment with the original plan;

- Deliverables;
- Obstacles and challenges faced the research;
- Expected rate of achievements for the next year;
- Brief financial expenditure.

#### ***- Final report***

Submitted one month after the official end date of the project, and should include the following items:

- Detailed scientific achievements during the whole period of the project;
- Alignment with the objectives mentioned in the original proposal;
- Deliverables;
- Future steps;
- Detailed financial report on the activities and expenditures of the project.

#### **• *GANTT chart***

The GANTT Charts MUST be Updated and uploaded on STDF's website every 6 months.

#### **• *Financial Reports***

A quarterly financial report, signed and stamped from the Institution is required.

#### **IV.I Evaluation of Technical Reports:**

All submitted reports are evaluated by external reviewers assigned by STDF and IMC as well as project officers affiliated to STDF and feed back is sent to the project's PI.

If the project is unexplainably not performing according to the original proposal, IMC will take all measures in order to stop the project and recover any unspent budget allocated.

In the event of receiving a follow-up report that is rejected by evaluators, IMC has the authority to impose additional follow-up reports (totally independent from the regular follow-up reports stated before) or cancelling the contract as a whole.

#### **IV.J Intellectual Property Rights:**

The intellectual property arising from this grant will be the property of IMC and STDF equally. However, a suitable compensation will be provided to the inventor according to the Egyptian law. In case the PI(s) already own the intellectual property of the subject proposal, the contribution of the IMC/ STDF fund shall be evaluated and the agreement on the share of each party can be negotiated before contract signature.

#### **IV.K Negotiation and Contract Signing:**

Negotiation and grant contract agreement will come into force shortly after the announcement of the proposal evaluation results.

#### **V. Important Dates:**

- Deadline date for proposal submission: 31/3/2010
- Date of announcement of the accepted full proposals: 15/6/2010
- Date for grant contract agreement: 30/6/2010