

STDF Short Term Fellowship (STDF-STF)

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Science and Technology Development Fund

www.stdf.org.eg

Guide for Applicants

I. Introduction

The Science and Technology Development Fund (STDF) was established by Presidential decree number 218/2007. Its mandate is to promote science and technology (S&T) through funding scientific research and technological development in a way that supports the complete cycle of innovation. STDF's specific objectives are to improve Egypt's research and development (R&D) environment, to fund S&T activities and to develop the innovation capacity in Egypt. STDF implements its objectives within the context of the national S&T development strategy. Since its establishment, STDF has disbursed tens of millions of pounds to researchers in universities and research institutions to improve the research and development capacity in these institutions. The current program reflects STDF's intention to build upon what has been achieved so far in a more focused and efficient manner, to maximize the benefits, and to better utilize and develop the available national research capabilities in applications that meet the needs of society.

II. Grant Objectives

The Science and Technology Development Fund – Short Term Fellowships (STDF-STF) are established to advance science by helping researchers visit foreign research institutions (universities, research institutes, ...etc) to carry out basic and applied research projects jointly with foreign host professors or researchers. The aim is to help Egyptian researchers in learning, gaining international exposure, establishing international scientific links, and transferring research techniques and/or methodologies not generally available in the Home Institution. Applicants for STDF-STF fellowship should dedicate themselves to a research topic of particular importance and tangible outcomes.

III. Eligibility

- Applications are open for all Egyptians working in Egyptian universities and research institutes in all fields. Other Egyptians who are integrated within the Egyptian Science, Technology and Innovation (STI) system are also eligible to apply for the STDF-STF.
- In some cases and in the light of national priorities and the program's funding limitations, STDF-STF may be restricted to specific disciplines and with **limited number of fellowships**.
In this cycle, the following thematic areas are of priority:
 1. Energy
 2. Water desalination and water treatment
 3. Agro., Food and Fisheries
 4. Health
 5. Smart Textiles
 6. Archeology
 7. Management of S&T
 8. ICT applications in the above 7 mentioned thematic areas
 9. Others
- The fellowship is a personal, non-transferable award and is limited to a maximum of four months abroad (the fellowship should last at least 6 weeks and at most four months).
- Unofficial visits to universities and research institutes, lecture tours, and workshop and conference attendance cannot be supported through this program.

- **In conclusion**, any researcher, faculty staff, or assistant (graduate student), is in principle eligible to apply for a STDF-STF fellowship. Applications are also open for faculty and research assistants (non-PhD holders) to carry out part of their MSc or PhD (well defined experiment) in a reputable laboratory abroad. In all cases, confirmation from a researcher abroad that he/she will provide the necessary working resources in his/her research facility for the duration of the fellowship being applied for is required (acceptance letter).

IV. Grant Amounts

The grant is intended to cover:

1. **In Egypt**: the preparatory research that will be carried out in Egypt before travel, publication and patenting costs, and incentives. The costs of the preparatory research that will be carried out in Egypt before travel, publication and patenting costs, and incentives are fixed for all STDF-STF fellows, in spite of the host country or scientific degree of the applicant.
 - a. **Preparatory research expenses (maximum: EGP 15,000) (In EGYPT) – (Optional)**
STDF will provide the STDF-STF fellow a lump sum of EGP 15,000 to be used in the implementation of the part of the research (preparatory stage) that will be carried out in Egypt before travel. STDF expects that all expenses necessary for completion of the project abroad will be met by the host institute (No bench fee).
 - b. **Publication costs (maximum: EGP 3,000) (In EGYPT)**
One of the main objectives of this program is to encourage co-authorship and to raise the number of Egyptian publications in peer reviewed International journals. Accordingly, an allowance towards expenses for patenting or publication (if applicable) of the research findings made within the context of the fellowship in a peer reviewed International journal (with reasonable impact factor) in the field of specialization can be applied for together with the fellowship proposal. A maximum of EGP 3,000 can be provided per applicant upon providing a copy of the acceptance letter or reprints of the manuscript(s).
 - c. **Incentives (EGP 5,000) (In EGYPT)**
A sum of EGP 5,000 will be paid to the STDF-STF fellow following submission of the final technical report, and a co-authored manuscript (for PhD holders) or thesis (for graduate students).
2. **Abroad**: the travel allowance, accommodation in the host country for the duration of the fellowship
 - a. **Travel allowance (maximum: EGP 15,000)**
The ceiling for this item is EGP 15,000 and covers one round-trip air ticket (the least expensive route via Egypt Air or Misr Travel), health insurance, and issuing of visa.
 - b. **Accommodation (Abroad)**
The value of the grant will be calculated by STDF according to the governing rules of the Mission Sector, Ministry of Higher Education. Accordingly, the monetary value of the grant may vary from a country to another depending on the cost of the living index of the host country.

V. Expected Outcomes

• PhD Holders:

- A reprint or acceptance letter of, at least, one co-authored manuscript in a relevant peer reviewed International journal with reasonable impact factor in the field of specialization. STDF must be acknowledged in the manuscript.
- Evidence for establishing cooperation between the fellow and the host institute abroad such as preparation of joint research proposals, twinning agreement and/or MoU, ..etc.

• Graduate students:

- Successful implementation of at least one experiment (analysis) and inclusion of the obtained results in the thesis. A copy of thesis has to be submitted to STDF for verification and successful termination of the fellowship. STDF must be acknowledged in the thesis and extracted manuscripts.
- Evidence for mastering new technique/technology.

• Unsuccessful termination of the fellowship:

STDF-STF fellows who fail to meet the aforementioned conditions:

- will not be recommended for further STDF grants
- will not receive the incentives and cost of publication

VI. Project Follow-up

Two technical progressreports shall be submitted by the fellow during the period of the project. Each technical report must be accompanied by a financial report with copies of all expenditure vouchers. The financial reports, as well as all the attached expenditure vouchers, must be signed and stamped by the official seal of the Home institution. Technical progress reports should be written using the standard STDF templates for progress reports. The reports should have a cover page, which contains the basic information about the project (viz., the project title, the type of grant, the fellow's name and affiliation, the project start and end dates, the project duration, the reporting period, the date of submitting the report, and the fellow's signature). In addition to the cover page, each of the two progress reports must include a number of main sections which contain all the necessary information, as detailed hereafter.

• Interim progress report:

After completion of the part of the research (preparatory stage) that will be carried out in Egypt before travel (about 4 months from the project's start date), an interim progress report must be submitted, which includes the following main sections: (1) Objective(s) of the reporting period, (2) Technical/scientific accomplishments/activities, (3) The fellow's evaluation of the progress of the

project, (4) Actual or expected problems encountered and resolutions, (5) Travel plan, and (6) Brief monetary report.

In cases where modifications in the original work plan are necessary, such modifications must be pre-approved by STDF, and the progress report should include a modified (updated) Gantt chart that takes the approved modifications into consideration.

- **Final report:**

Within six months after return from abroad, the final report must be submitted (along with a thesis or a co-authored manuscript). It must include the following main sections: (1) Summary (in English and in Arabic), (2) Objectives of the project, (3) Technical/scientific accomplishments/activities, (4) The Gantt chart for the project period, (5) The fellow's evaluation of the outcome(s) of the project, (6) Actual problems encountered during the project execution and resolutions, and (7) Brief monetary report.

- **Evaluation of technical reports:**

Submitted reports are evaluated by STDF, and feedback is sent to the fellow. If the project is unexplainably not performing according to the original proposal, STDF will take all measures in order to stop the project and recover the budget allocated.

In the event of receiving a progress report that is rejected by evaluators, STDF has the authority to impose additional follow-up reports (totally independent from the regular progress reports stated before). In the event that the evaluators of progress reports give a justified recommendation to terminate the project (for reasons including scientific misconduct by the PI, lack of seriousness,... etc.), STDF reserves the right to terminate the project, in which case STDF will recover all funds and expenses paid prior to the project termination date.

VII. General conditions

- Once the duration of the fellowship is set in the application files, it cannot be changed.
- The fellowship is to be carried out on a full time basis (100%) and the fellows may not be engaged in any paid or salaried activities.
- If a fellowship is terminated prematurely, STDF must be notified promptly and any applicable funds must be reimbursed.
- Applications for the continuation of a STDF-STF may be submitted and will be considered in competition with other new applications on the basis of documented and measurable scientific achievements.
- Applications should not be too similar to a previously granted STDF project.
- The selection for a STDF-STF is a two-phase process; submitted applications will be evaluated by panels of experts, followed by invitation of successful applicants for interview.
- The panel decisions are final.

VIII. Important Dates

Action	Date
Announcement of the call	10/5/2015
Deadline date for proposal submission	17/6/2015
Expected Date of the interview	August 2015 (<i>the exact date will be sent by email to the eligible applicants</i>)
Expected Date for results announcement and contacting	October 2015

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