

Institutional Collaboration Grant (ICG)

Qatar University-Hamad Bin Khalifa University

2027



Table of Contents

1.	<i>Program Summary</i>	3
2.	<i>Program Overview and Objectives</i>	3
3.	<i>Research Priority</i>	3
4.	<i>Research Team Structure</i>	4
5.	<i>Eligibility Criteria</i>	5
6.	<i>Required documents</i>	6
7.	<i>Budget</i>	7
8.	<i>Proposal Submission</i>	10
9.	<i>Acknowledgement</i>	10
10.	<i>Contact Information</i>	11

1. Program Summary

Launch of the Call for Proposal	Please visit our website to check the dates
Deadline for Proposal Submission	
Award Announcement	
Project Duration	Up to two years
Budget	QU: 219,000 QAR per year, up to 438,000 QAR for two years HBKU: 219,000 QAR per year, up to 438,000 QAR for two years
Contact	QU: igrants@qu.edu.qa HBKU: HBKU-VPR@hbku.edu.qa (for program eligibility and budget related inquiries in HBKU)

2. Program Overview and Objectives

The QU-HBKU Institutional Collaboration Grants Program aims to strengthen strategic research partnerships between the two institutions. This program serves as a key mechanism for expanding local academic collaboration, facilitating the exchange of expertise, and developing research projects of mutual interest. Through joint funding, this Program enables sustainable collaboration between the two leading national research institutions in Qatar which will contribute to the strengthening of Qatar's national research ecosystem.

3. Research Priority

The first cycle of the Qatar University (QU) and Hamad Bin Khalifa University (HBKU) Institutional Collaboration Grants Program is dedicated to **AI for Energy**, reflecting the strategic importance of AI-enabled solutions for advancing energy sustainability and innovation. The

research focus areas below define priority domains for collaborative research with tangible impact.

AI for Energy

- **Supply Chain Optimization and Risk Analytics:** Develop AI models and technologies to improve fleet scheduling, reduce demurrage costs, and optimize cargo distribution. Industry-relevant results include real-time pricing engines, disruption-response simulators, and sovereign analytics tools, decreasing dependence on external forecasting firms.
- **Smart manufacturing for energy, oil and gas:** This theme focuses on the development and application of advanced manufacturing technologies—such as automation, additive manufacturing, digitalization, artificial intelligence, and data-driven systems—to enhance efficiency, safety, sustainability, and operational performance across the energy, oil, and gas sectors. It supports innovative research aimed at optimizing production processes, improving asset reliability, reducing environmental impact, and strengthening competitiveness throughout the energy value chain.

4. Research Team Structure

Team Structure

- **Lead Principal Investigator (LPI) at each institution:** Each research team must have one Lead Principal Investigator from QU and one Lead Principal Investigator from HBKU. The LPIs must be full-time faculty members or scientists at their respective institutions. and shall hold full responsibility for the technical, administrative, and financial management of the project at their institution. Eligibility of the Lead Principal Investigator (LPI) in this call is subject to the conditions and policies of their home institution as outlined below.
- **Principal Investigators (PIs):** The team may include additional Principal Investigators from QU and HBKU, contributing their expertise to the project's implementation.
- **Student Participation:** Inclusion of graduate and/or undergraduate students in the research team is required to build research capacity and provide training opportunities for students. Inclusion of at least 1 student from each institution is required.

5. Eligibility Criteria

The proposal must include a Lead Principal Investigator (LPI) from Qatar University and another Lead Principal Investigator (LPI) from HBKU.

1.1. Qatar University Eligibility Criteria

1. Eligibility of the Lead Principal Investigator (LPI)

- Professors, Associate Professors, and Assistant Professors at Qatar University who can develop research partnerships with leading academic institutions locally, regionally, and internationally, in line with Qatar University's research priorities.
- A researcher may participate as an LPI in only one research proposal per grant cycle.
- A researcher may participate as an LPI in only one research proposal per grant call.
 - All forms of Student Grants and College Direct support are not counted when this restriction is applied.

2. Submission and Participation Limits

- The proposal should be submitted by the Lead Principal Investigator (LPI); otherwise, it will not be acceptable.
- To ensure fair distribution of opportunities and allow the largest number of researchers to participate, the following limits are applied to submissions in each grant cycle:
 - **Principal Investigator (PI):** A researcher may participate as PI in up to 5 research proposals per grant cycle.
 - **Multiple Roles:** A researcher can combine roles within the same cycle, such as serving as LPI on one project and as PI on up to four other projects.
 - **Multiple Applications as LPI:** The number of LPI roles per cycle/call (ICG) is limited to one. If more than one application is submitted in the same cycle by the same researcher as LPI, only the first submission will be processed further.
 - **Maximum Across Cycles:** There is no maximum limit on participation as PI across different grant cycles. Researchers may participate in each grant cycle within the limits stated above, subject to other eligibility restrictions related to active grants.

1.2. Hamad Bin Khalifa University Eligibility Criteria

1. Eligibility of the Lead Principal Investigator (LPI)

- Must be a HBKU permanent faculty or researcher (including Scientist, Senior Scientist, Principal Investigator, Assistant Professor, Associate Professor, Professor)
 - HBKU researchers with 2 or more roles as LPI in awarded/active internal grants are not eligible to apply as LPI.
 - Deans and Executive Directors are not eligible to participate as research team members.
 - A researcher may participate as an LPI in only one research proposal per grant cycle.
2. Participation limits:
- **Principal Investigator (PI):** A researcher may participate as PI in up to 4 research proposals per grant cycle.
 - **Multiple Roles:** A researcher can combine roles within the same cycle, such as serving as LPI on one project and as PI on up to four other projects, provided the maximum participation limits for each role are not exceeded.
 - **Multiple Applications as LPI:** If more than one application is submitted in the same cycle by the same researcher as LPI, only the first submission will be processed further.

2.1. External PIs:

For PIs from Organizations not outside Qatar University and the Collaborator name:

- A support letter using the approved template must be submitted, duly signed by the institution's authorized signatory, **not by the Principal Investigator (PI)**.
- The institution shall waive all rights, including intellectual property rights, arising from or related to this project.
- The Principal Investigator shall personally conduct and remain solely responsible for all project activities. **No delegation, assignment, or subcontracting shall be permitted.**

6. Submission Process

Proposal submissions will be managed by QU, while review outcomes and final funding decisions will be jointly determined by QU and HBKU.

1. Letter of Intent (LOI) submission

Applicants submit a brief LOI within **two weeks** of the call announcement. Submissions will be managed by Qatar University (QU).

2. LOI review and shortlisting

LOIs are reviewed and shortlisted by a joint QU–HBKU committee.

3. Full proposal submission

Shortlisted teams are invited to submit a full proposal within six (6) weeks via QU iGrants.

4. Peer review

Full proposals undergo peer review coordinated by QU.

5. Joint committee assessment

The QU–HBKU joint committee reviews peer-review outcomes and formulates joint recommendations.

6. Final decision

Final funding decisions are jointly decided by QU–HBKU leadership, based on the joint committee’s recommendations.

7. Required documents

1. Letter of Intent (LOI) submission
 - Letter of Intent (LOI)
 - Research Team CVs- each CV should not exceed three pages
2. Full proposal submission
 - Application form
 - Budget Breakdown
 - Primary Research Ethics Checklist
 - Similarity report not exceeding 15 % (less than 3% single source) via [iThenticate](#)

8. Budget

The budget in the research proposal must be prepared accurately and realistically, adhering to the limits and regulations set out in the grant guidelines and each institution’s financial policies. Qatar University and HBKU jointly fund this grant. Each funding entity is directly responsible for disbursing its share of the project funding to its researchers without exchange of funds between institutions. Each proposal will comprise two separate budget sheets: one for the QU team and another for the HBKU team.

2.2. Qatar University Budget

1. Budget Limits

- 219,000 QAR per year, up to 438,000 QAR for two years.

2. Personnel Expenses:

- **Undergraduate student:** Daily rate fixed at 436.98 QAR, 2 working days per week, maximum 8 working days per calendar month.
- **Research Assistant or Graduate student:**
 - **Bachelor's degree holder:** Monthly rate: 8,000-10,000 QAR. Daily rate: 266.66-333.33 QAR.
 - **Master's degree:** Monthly rate: 11,000-15,000 QAR. Daily rate: 366.66-500 QAR/day
- **Post Doc or Research Associate:** Monthly rate: 18,000-30,000 QAR. Daily rate: 600-1,000 QAR.

3. Travel Expenses

- **Purpose:** The travel budget is primarily allocated to cover expenses for researchers attending scientific conferences to present the results of the funded research project.
- **Limits:** The travel budget must not exceed 20% of the project's total annual budget.
- **Approval:**
 - All travel expenses under any grant programs are subject to prior approval from the Research Support Department.
 - Members of the research team are required, when traveling under the research grant, to comply with all regulations and decisions issued by the President of the University, as well as the relevant university policies and/or the applicable policies of the funding agencies and the agreements signed with them.
 - All travel expenses must fall within the approved budget and available resources, after fulfilling all travel requirements and obtaining administrative approval. This applies to all members of the research team, including researchers and university students awarded the research grant. Travel expenses shall be reimbursed in accordance with the rules and procedures in force at the University and, where applicable, those of the funding agency.
 - For student travel, travel application forms must be completed and signed by the Dean of the student's college and submitted to the Pre-Award Office for final approval after the grant is awarded.

4. Textbooks Expenses

- **Purpose:** To support the purchase of essential textbooks and reference materials, or the successful execution of the project.
- **Limits:** Not available in QU Library.

5. Publication Expenses

- **Purpose:** To enable researchers to disseminate project outcomes through peer-reviewed publications that enhance research visibility and impact.
- **Limits:** The budget allocated for miscellaneous expenses must not exceed 10% of the project's total annual budget.

6. Miscellaneous Expenses

- **Purpose:** To cover minor, project-related expenses that do not fall under other budget categories.
- **Limitations:** The budget allocated for miscellaneous expenses must not exceed 5% of the project's total annual budget.

7. Non-allowable Expenses

- Please see the Qatar University Non-Allowable Expense document

8. General Notes

- Advance ITS approval is required for all software, hardware, subscriptions, cloud services, licensing renewals, specialized IT equipment, and any systems requiring integration with QU's IT environment.
- All budget items and expenditures must comply with Qatar University's financial policies and regulations.
- If there are any inquiries regarding budget items or allowable expenses, it is recommended to contact the Research Support Department directly for clarification before submitting the proposal or initiating any spending

2.3. Hamad Bin Khalifa University Budget

1. Budget Limits

- The budget is up to QAR 219,000 per year (QAR 438,000 for 2 years)
- Allowable costs include:

I. Personnel Cost:

Role	Daily rate (QAR)- <i>month has 22 days</i>
Post-Doctoral Fellow	1,584
Research Associate	1,270
Research Assistant	1,117
HBKU Students (Stipend)	For payment rate, please refer to the Graduate Student Employment Under Sponsored Research Grants (on https://www.hbku.edu.qa/en/research/sro/post-award under Award Management Procedures and Guidelines).

- All HBKU personnel applicants must participate with no personnel cost (Daily fee = 0)
- Equipment: Capital purchases (equipment with a cost of QAR 12,000 or more) are not allowed.
- Research Consumables (stationery is not an eligible cost)
- Research Services
- Travel is not allowed
- Miscellaneous costs (publication fees, workshop-related costs excluding travel, etc.) not to exceed 10%
- Indirect costs are zero

Kindly note that:

- Advance HBKU UTS approval is required for all software, hardware, subscriptions, cloud services, licensing renewals, specialized IT equipment, and any IT-related purchases.
- All budget items and expenditures must comply with HBKU's policies and regulations.

9. Proposal Submission

The application link will be shared during the grant launch announcement.

10. Acknowledgement

The Lead Principal Investigator must ensure that Qatar University and Hamad Bin Khalifa University are acknowledged for their support when publishing the research results, using the following statement:

This [publication, report, etc.] was made possible by a research grant jointly funded by [Qatar University and Hamad Bin Khalifa University] under research grant No. XXXXXXXX. The findings herein reflect the work and are solely the responsibility of the author[s].”

11.Contact Information

- **Qatar University:** Please contact us at the following email address: igrants@qu.edu.qa
 - **Please visit the concerned College/Center:** [Link](#)
- **Hamad Bin Khalifa University:** Please contact us at the following email address: HBKU-VPR@hbku.edu.qa