

## HBKU Thematic Research Grant Program

### **HBKU Research**

(Office of Vice President for Research)

Request for Application (RFA)

1<sup>st</sup> cycle-2021



## Table of Contents

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<b>1-</b>	<b><i>Acronyms and Definitions</i></b> .....	<b>3</b>
<b>2-</b>	<b><i>Program Description</i></b> .....	<b>4</b>
<b>3-</b>	<b><i>Program Objectives</i></b> .....	<b>4</b>
<b>4-</b>	<b><i>Benefits of HBKU Thematic Research Program</i></b> .....	<b>4</b>
<b>5-</b>	<b><i>Program Focused Areas and Desired Outcome</i></b> .....	<b>5</b>
<b>6-</b>	<b><i>Proposal Evaluation</i></b> .....	<b>5</b>
<b>7-</b>	<b><i>Applicant Eligibility</i></b> .....	<b>6</b>
<b>8-</b>	<b><i>Budget &amp; Duration</i></b> .....	<b>6</b>
<b>9-</b>	<b><i>Submission Timeline</i></b> .....	<b>6</b>
<b>10-</b>	<b><i>Submission</i></b> .....	<b>6</b>
<b>11-</b>	<b><i>Post Award Management</i></b> .....	<b>7</b>



## 1- Acronyms and Definitions

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Abbreviation	Term
FTEs	Full Time Employees
HBKU	Hamad Bin Khalifa University
QF	Qatar Foundation
SRO	Sponsored Research Office: refers to the entity under the HBKU VPR which is in charge of sponsored research management
VPR	Vice President for Research
Pre-Award	Refers to the phase that precedes the announcement of the award of the grants, which includes identifying funding opportunities, proposal preparation, review, submission and vetting. All fund management agreements activities are part of the pre award phase
Post- Award	Refers to the phase that starts with actual commencement of the sponsored project or activities and ends by complete project close out
Sponsored Research	This refers to research projects, activities and assignments which are carried out by Hamad Bin Khalifa University's faculty members and researchers and are funded partially or wholly by external restricted funding



## 2- Program Description

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This Program, which is funded by the office of HBKU Vice President for Research and led by Sr. Planning and Research Director, focuses on supporting HBKU researchers to tackle pressing scientific challenges in alignment with the University's Thematic Research Focus Areas. In addition, the program promotes collaboration amongst researchers across HBKU colleges and research institutes to optimize impact and enhance the use of resources.

The program will be fast-tracked and managed through HBKU Research office by utilizing HBKU SRO project management system. The applicants will have up to 24 months to plan their projects through a GO/NO GO milestone-based approach designed to ensure compliance and outcomes.

Through such multidisciplinary collaborative projects, we strive to further HBKU's strategic vision by actively contributing towards its research priorities in alignment with the country's national priorities and challenges. We seek to provide support and guidance and to address the needs of researchers across all disciplines.

## 3- Program Objectives

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1. HBKU Thematic Research Program provides funding to HBKU researchers in support of cutting-edge translational research in HBKU research priority areas
2. The program intends to stimulate research collaboration through multidisciplinary and cross-entity research projects to tackle key scientific and technological challenges
3. The funding requires a minimum participation of 2 HBKU entities from the colleges and research institutes
4. Call for proposals is performed on annual basis

## 4- Benefits of HBKU Thematic Research Program

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1. Foster cross-collaboration amongst research entities within HBKU
2. Help leveraging expertise and resources to optimize research impact
3. Provide additional opportunities with HBKU to capture research ideas with high impact and to support them to generate outcome
4. To Establish a pool of focused and critical research projects led by teams across multiple disciplines and functions to further enrich HBKU innovation eco-system
5. Through this grant, researchers can mature their projects and de-risk them, which provides a platform to secure larger external grants (e.g., Cluster, QNRF calls...)



## 5- Program Focused Areas and Desired Outcome

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Focuses on supporting collaborative and multidisciplinary research projects focusing on solving specific scientific or social problems that target research challenges in alignment with HBKU Thematic research focused areas including:

- Precision Medicine
- Artificial Intelligence
- Disruptive Education
- Sustainability
- Social Progress

Expected outcome includes but not limited to:

- Solution feasibility assessment
- Policy development
- Solution design and implementation
- Intellectual property

## 6- Proposal Evaluation

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The review and decision process will be fast tracked (Fund/Not Fund) through scoring system led by HBKU internal Peer Review Team.

Peer Review team will be composed of HBKU staff researchers and faculty members from colleges and research institutes and chaired by Sr. Planning and Research Director.

Sr. Planning and Research Director will report on program progress and outcomes to HBKU Vice President of Research.

Number of accepted projects and total amount awarded will be based on the competitiveness of proposals and budget availability.

Primary application evaluation criteria:

- 1- Alignment with HBKU thematic focused research areas
- 2- Clear and well-defined problem statement
- 3- Clear and well-defined desired outcome
- 4- Partnership with other HBKU entities
- 5- Leverage of existing research assets
- 6- Fast tracked project with clear milestones and deliverables
- 7- Team expertise and qualifications with respect to the project proposal



## 7- Applicant Eligibility

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- Applicant must be full time HBKU faculty or researcher
- Each applicant can submit only one application per cycle
- Applicant must collaborate with at least one other HBKU entity

## 8- Budget & Duration

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- 1- The duration of the grant can be up to 2 years
- 2- The budget is up to 300K QAR per year
- 3- The budget components cover the following costs:
  - I. Personnel Cost:
    - The grant can be used to co-sponsor the hiring of researchers (e.g., Postdoc, freelancer). The applicant entity will be required to share the cost of any hiring
    - All HBKU applicants need to participate with no personnel cost
  - II. Equipment: provided a solid justification for any capital purchases
  - III. Research Consumables and supplies

## 9- Submission Timeline

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Description	Date
Call for Proposal for HBKU Thematic Research Program	October 15, 2020
Closing of the application	November 15, 2020
Announcement of the awardees	November 25, 2020
Project initiation	January 3, 2021

## 10- Submission

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The applicant can be submitted via online application. Kindly email [SRO@hbku.edu.qa](mailto:SRO@hbku.edu.qa) for further questions on this program

- 1- Applicant should prepare the proposal according to the template provided, which should not exceed 7 pages excluding references and appendix
- 2- Applicant is required to attach, in the same PDF file of the proposal, the CVs of the applicant and his team members



## 11- Post Award Management

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- 1- The awarded grants will be managed by HBKU Sponsored Research Office under the Vice President of Research. Below are the major post-award activities:
  - Draft of legal agreement template
  - Financial Account setup & transfer
  - Activation of the project
  - Project management and reporting
  - Project closure
  
- 2- The applicant is required to submit a report every six months that describes the progress made, using the progress report template. Interim reviews may be scheduled as needed at the discretion of HBKU Sr. Planning and Research Director
  
- 3- The payment will be on installment basis as below. Payment amounts will be based on the approved project plan and the total amount awarded

Payment #	Due	Installment
1	Upon signature of this agreement	60 % of the 1 <sup>st</sup> year budget
2	Upon the approval of the 1 <sup>st</sup> progress report	40% of the 1 <sup>st</sup> year budget
3	Upon the approval of the 2 <sup>nd</sup> progress report	50% of the 2 <sup>nd</sup> year budget
4	Upon the approval of the 3 <sup>rd</sup> progress report	50% of the 2 <sup>nd</sup> year budget