

**2019 Regional Invitation to Tender**

**PRESENTATION DOCUMENT**

**Applications Deadline: May 31, 2019**

This document contains the necessary information for submitting an inter-university scientific cooperation projects (PCSI) file. The target fields are: *Education Sciences – Human Sciences – Social Sciences – Engineering Sciences – Law, Economy and Business – Environment, Energy, Water – Biology and Health – Mathematics and IT - Chemistry.*

In order to complete your file, you should fill and return the application form, along with the written evidence to AUF Middle East Regional Direction.

*The application form is also available on the website of the Middle East Regional Direction (DRMO)*

**1. PROJECT ACTION PRESENTATION**

In order to develop cooperation among the higher education institutions member of AUF, AUF Middle East Regional Direction gives teachers and researchers from the region the possibility to submit multilateral cooperation projects in the fields of research, development and technology transfer.

**2. MAIN OBJECTIVES**

**General Objective :**

- Sustainable structuring of the scientific, academic and institutional cooperation

**Specific Objectives:**

- Scientific strengthening of universities in the Middle East
- Developing regional or interregional cooperation among universities
- Supporting young researchers
- Helping knowledge production and dissemination in the Middle East
- Promoting women executives in the field of research and/or technology transfer

**3. PARTICIPATION METHODS AND SELECTION CRITERIA**

**3-1: Application Framework**

**3-1-a-** The multilateral character of the projects must be attested.

**3-1-b-** Projects are conducted by a network of three universities at least, which should be members of AUF, from three different countries and two different regions:

- The institution bearing the project should be from the Middle East and be up to date in the payment of the membership fee.
- Priority will be given to partner universities from the South.
- In order to verify if a university is a member of AUF, check the website [www.auf.org/membres/](http://www.auf.org/membres/)

**3-1-c-** Applications should fall within shared research and/or technology transfer Projects

- Concerned activities: short-term specific or innovative research actions
- Beneficiaries: teachers and researchers, young doctoral or post-doctoral students, research master's degrees students (M2R)
- Maximum duration of AUF support: 24 months (to be distinguished from the duration of activities)

**3-2: Selection Criteria**

Project selection will take into consideration the following criteria:

**3-2-a-** Registration in the following set of themes: "*Education Sciences*", "*Human Sciences*", "*Social Sciences*", "*Engineering Sciences*". "*Law, Economy and Business*", "*Environment, Energy, Water*", "*Biology and Health*", "*Mathematics and IT*", "*Chemistry*" (See the list of subjects, paragraph 8).

**3-2-b-** Project promotion: the application file shall specify the expected scientific production and the publishing and/or popularization methods. This could imply, for instance, sharing research outcomes and/or techniques within a network of researchers, resorting to francophone digital campuses for the dissemination of results, technology transfer, etc. Please note that the use of numeric tools in the scientific cooperation projects implementation (online meetings; use of shared platforms to involve projects partners,...) is actively promoted by AUF.

**3-2-c-** Diversification of the operational partnership: in addition to the project partner universities, it is possible to involve one or more partners which do not benefit from AUF support (universities which are not AUF members, companies, local government authorities, non government actors, etc.). A commitment letter is requested from each partner specifying the partner's involvement.

**3-2-d-** Beneficiaries' participation. A co-funding of the project from all of the partners must be provided. The co-funding may include, for instance : payment of the costs of stay of the people traveling on a mission by the host institution, document support, supporting and/or operational scientific materials or products, partner institutions' employees, etc.

#### 4. SELECTION PROCESS FOR PROJECT

The file must be:

- completed and accompanied by the written evidence requested in paragraph 7;
- signed by the project scientific leader and by the highest ranking officer of the institution bearing the project ;
- sent in one hard copy to the Middle East Regional Direction or to the Francophone digital campus to which your university is attached (see paragraph 10), and accompanied by a soft copy containing all of the requested documents. The Middle East Regional Direction receives the files, assesses their administrative admissibility and submits them to the experts.
- the regional commission of experts establishes a ranking of the projects subject to the scientific expertise and to the regional timeliness.
- AUF Middle East Regional Direction will inform applicants of the outcomes of the selection.

#### 5. PROJECTS FUNDING

##### **5-1- Funding Framework**

The amount of the funding requested from AUF cannot exceed 20,000 Euros. For each complementary funding, a certificate must be added, knowing that co-funding is requested.

The requested support must comply with AUF price scale specified in the application form and it will cover the following expenses only:

- Missions of teaching, research, expertise, meetings of partners and committees
- Mobility allowance for young researchers, doctoral students, research master's students
- Document support, publishing and putting contents online
- Scientific and support materials or products (excepted long-lasting equipments)
- Management fees (7% at most of the requested credits).

*Important remarks:*

- Participation to seminars and conferences will be financed only if the participants are speakers. To this end, the seminar or conference program, with the names of speakers, shall be attached to the vouchers.
- Any insurance (travel, health, repatriation on medical grounds, civil liability, theft, etc.) is the entire responsibility of the beneficiaries of the funding. AUF accepts no responsibility in this regard.
- In accordance with its numerical development strategy, the AUF promotes the use of digital tools enabling exchange of information and knowledge between projects partners. To the extent possible and without adversely affecting projects progress, the Agency emphasizes these exchanges rather than international missions.

##### **5-2- Implementation of funding and project monitoring**

The Middle East Regional Direction of the AUF will support several projects from the themes covered by this tender ("*Education Sciences*", "*Human Sciences*", "*Social Sciences*", "*Engineering Sciences*", "*Law, Economy and Business*", "*Environment, Energy, Water*", "*Biology and Health*", "*Mathematics and IT*", "*Chemistry*").

When the project is selected, an agreement indicating the amount granted and specifying the terms of financial commitments, is signed between the university presenting the project and the Agence universitaire de la Francophonie.

The implementation of the support by the Agency and the monitoring of the project are provided by the Middle East Regional Direction and / or CNF, in connection with the Regional commission of experts is responsible for the evaluation.

Credits are paid by the Middle East Regional Direction of the AUF, in two equal installments:

- The first after the return to Middle East Regional Direction of the completed and signed agreement,
- The second after the presentation to Middle East Regional Direction of an implementation report at mid-term (including a scientific part and an administrative and financial part) with vouchers. The administrative part of the report can include quantitative and qualitative project's steering indicators (Ex: men/women parity assessment, working tasks distribution amongst partners according to this criteria, deadlines follow-up assessment,...). Project's bearer and partners are free to propose other steering assessment indicators. The positive assessment of the report by the Regional commission of experts is the condition for the payment of the second installment.

The credits allocated to a project must always be filed within two years (calendar years).

##### **5-3 Project Closure**

When the project is completed, its manager must submit to Middle East Regional Direction of the AUF, as soon as possible, a final report (scientific, and administrative and financial with vouchers). In the absence of the final report, the project manager must return all of the grant.

#### 6. TIMETABLE

|                    |   |
|--------------------|---|
| February 7, 2019 : | Launching of the regional invitation to tender for the inter-university scientific cooperation Projects |
| May 31, 2019 :     | Deadline for returning the files to the regional directorate for the Middle East                        |
| June 2019 :        | Files processing and evaluation   |
| September 2019 :   | Projects selection by the regional experts' commission of the regional directorate.                     |
| October 2019 :     | Transmission of decisions to projects' leaders by the regional directorate                              |

## 7. LIST OF REQUIRED DOCUMENTS WITH THE APPLICATION FORM

The application file should include the application form and all of the below documents (*in French or in English*) which are a condition of its admissibility.

It should be sent before **May 31, 2019**, i.e. the set deadline, to AUF representation body in the Middle East to which the institution submitting the project is attached (see paragraph 10) in soft copy.

- The application form, duly completed and signed by the project scientific leader and by the highest ranking officer of the institution submitting the project
- The official commitment of each partner signed by the highest ranking officer of the institution, specifying the name of the project scientific co-leader. This letter should mention the participation or support of the institution bearing or partner of the project, as well as its academic and financial commitment and specify its contribution. When an Institute/School/Faculty is attached to a university, it is the signature of the highest officer of the university (President or Chief Education Officer) which should appear on the documents .
- The concise CVs of the project scientific leader and of the scientific co-leaders
- The projected execution schedule
- The detailed "projected budget" with a payment schedule showing the contribution of each partner (*use the template provided by the Middle East Regional Direction*)
- In case of a complementary funding, attach the relevant certificate

## 8. LIST OF DISCIPLINES

| Discipline            | AUF Code | Discipline          | AUF Code |
|-----------------------|----------|---------------------|----------|
| Public administration | D100     | Management          | D125     |
| Agro-alimentaire      | D101     | History             | D126     |
| Agronomy              | D102     | Hydrology           | D127     |
| Territory development | D103     | Data processing     | D128     |
| Anthropology          | D104     | Languages           | D129     |
| Archeology            | D105     | Linguistic          | D130     |
| Architecture          | D106     | Literatures         | D131     |
| Arts                  | D107     | Mathematics         | D132     |
| Astronomy             | D108     | Medicine            | D133     |
| Biology               | D109     | Veterinary Medecine | D134     |
| Biotechnology         | D110     | Océanography        | D135     |
| Chemistry             | D111     | Philosophy          | D136     |
| Trade                 | D112     | Physics             | D137     |
| Communications        | D113     | Policy              | D138     |
| Criminology           | D114     | Psychology          | D139     |
| Démography            | D115     | Religions           | D140     |
| Law                   | D116     | Health              | D141     |
| Ecology               | D117     | Computer Science    | D142     |
| Economy               | D118     | Sociology           | D143     |
| Education             | D119     | Statistics          | D144     |
| Environment           | D120     | Télécommunications  | D145     |
| Forestry              | D121     | Remote sensing      | D146     |
| Enginnering           | D122     | Tourism             | D147     |
| Geography             | D123     | Translation         | D148     |
| Geology               | D124     | Social work         | D149     |

## 9. GRIDS OF THE MOBILITY AMOUNTS

### Scale of the amounts allotted to the doctoral and research master's mobility (in Euros)

| Host country Classification* | Fixed monthly allotment | Settling allowance for mobility exceeding 4 months |
|------------------------------|-------------------------|--|
| High                         | 810 €                   | 400 €  |
| Intermediary                 | 570 €                   | 285 €  |
| Low                          | 480 €                   | 235 €  |

\* See "Country Classification" Annex

## 10. AGENCY LOCATIONS IN MIDDLE-EAST

For the purpose of submitting the application file, please refer to the following addresses according to the country of the submitting institution.

| Country of the institution bearing the project:  | Implantation contact :  |
|--|---|
| <ul style="list-style-type: none"> <li>- SAUDI ARABIA</li> <li>- CYPRUS</li> <li>- DJIBOUTI</li> <li>- ETHIOPIA</li> <li>- UNITAD ARAB EMIRATES</li> <li>- IRAQ</li> <li>- IRAN</li> <li>- JORDAN</li> <li>- LEBANON</li> <li>- PAKISTAN</li> <li>- PALESTINE</li> <li>- SUDAN</li> <li>- YEMEN</li> </ul> | <p><b>DIRECTION RÉGIONALE MOYEN-ORIENT (DRMO)</b><br/> Rue de Damas<br/> Villa F, Cité Bounoure<br/> B.P.: 11-81 Beyrouth, Liban<br/> Tél (standard) : +961 1 420 270<br/> Tcpie : +961 1 615 884<br/> Courriel : <a href="mailto:pcsi-mo@lb.auf.org">pcsi-mo@lb.auf.org</a></p>  |
| - NORTH LEBANON  | <p><b>CAMPUS NUMERIQUE FRANCOPHONE (CNF) de TRIPOLI</b><br/> Centre AZM pour la recherche en biotechnologie et ses applications<br/> École doctorale des sciences et de technologie de l'Université Libanaise - Rue Mitein<br/> En face du Lycée El Malaab Tripoli Liban<br/> Tel : + 961 6 205 280<br/> Tcpie : + 961 6 205 281<br/> Courriel : <a href="mailto:cnf-tripoli@lb.auf.org">cnf-tripoli@lb.auf.org</a></p>   |
| - EGYPT  | <p><b>CAMPUS NUMÉRIQUE FRANCOPHONE (CNF) D'ALEXANDRIE</b><br/> Université Senghor,<br/> 1, Place Ahmed Orabi, El Mancheya<br/> B.P. 21111-415, Alexandrie - Égypte<br/> Tél. : + 20 3 48 43 560<br/> Tcpie : + 20 3 48 50 532<br/> Courriel : <a href="mailto:info@eg.auf.org">info@eg.auf.org</a></p>  |
| - SYRIA  | <p><b>CAMPUS NUMÉRIQUE FRANCOPHONE (CNF) DE DAMAS</b><br/> Université de Damas, Cité Universitaire<br/> 6, Rue Omar Bin Abdul Aziz, Al Mezzeh<br/> B.P. 13141, Damas - Syrie<br/> Tél. : + 963 11 21 22 871<br/> Tcpie : + 963 11 21 30 236<br/> Courriel : <a href="mailto:cnf-damas@sy.auf.org">cnf-damas@sy.auf.org</a></p> <p><b>CAMPUS NUMÉRIQUE FRANCOPHONE (CNF) D'ALEP</b><br/> Université d'Alep<br/> B.P. 12355, Alep - Syrie<br/> Tél. : + 963 21 26 34 406<br/> Tcpie : + 963 21 26 34 407<br/> Courriel : <a href="mailto:cnf-alep@sy.auf.org">cnf-alep@sy.auf.org</a></p> |