



*The Royal Society  
of Edinburgh*

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Ministry of Science and Technology

## RSE – MOST Joint Projects 2018

### Objectives of the Joint Projects Scheme

The Royal Society of Edinburgh (RSE) – Ministry of Science and Technology, Taiwan (MOST) Joint Project scheme is designed to facilitate international collaboration between researchers based in Scotland and Taiwan. The Joint Project grant provides a maximum of £6,000 per year. The Joint Project scheme runs for two years with Projects expected to commence in April 2018. The funding may be seen as seed money to enable further collaboration and funding in the future.

### Subject Areas

Applications are invited for Joint Projects in the field of:

- Big Data: Methodologies and Applications.

For work outside these thematic areas, or for Joint Projects with other countries, applicants may wish to consider applying to the Royal Society (of London) Joint Project scheme: <https://royalsociety.org/grants-schemes-awards/grants/international-exchanges/>.

### Participants

Joint Projects are intended for researchers of proven ability, employed by research institutes in Scotland and Taiwan. The Scottish team is required to name a 'Project Leader'. The Project Leader must be of at least postdoctoral status or equivalent. Their role is to liaise between project participants and the RSE and to ensure that the grant is used according to the purposes stated in the application and the Conditions of Award. Please note that an award is 'attached' to the Project Leader, and therefore the RSE must be consulted before the Project Leader can be changed.

There are no restrictions on the number of participants per team. However, Scotland based participants must be employed by a Scottish university or research institute. PhD students may also be included on the team provided that the benefits to the project are made clear and that all funders are in agreement to their participation. Please note, however, that although PhD students can participate in the Joint Project, the RSE and MOST cannot fund their international activities (travel, subsistence etc).

### Duration and Level of Funding

The RSE – MOST Joint Projects run for two years and the RSE provides a maximum of £6,000 per year. The MOST provides a maximum of NT 240,000 per year. This may be used to claim the costs of travel and subsistence. Within this £6,000 up to £1,000 may be requested for research expenses. Research expenses may be used against any materials related to the research aspect of the award. These may include visa charges, police registration fees, postage, printing costs, books, computer software, and stationery for overseas visitors whilst in the UK, fieldwork expenses and animal and plant licence fees. You may not claim against computer hardware. Please note that there is no provision for bench fees, conference fees, departmental costs, medical insurance, excess baggage costs, and expenses relating to accompanying dependents or contributions towards salaries.

Funding from the RSE is for the Scottish based group's international travel fares and the overseas group's subsistence costs in Scotland. The MOST will provide funding for the Taiwanese based participant's travel to Scotland and for the Scottish participant's subsistence costs in Taiwan.

Joint Projects are expected to commence in April 2018. Funding should be requested at least one month before it is required. The RSE must be informed of any additional funding which has been requested or secured for the project. The Society must also be consulted on, and informed of any changes to, the proposed project. Failure to consult the Society about proposed changes could result in funding being withdrawn. Any funds remaining at the end of the project must be returned to the RSE through a bank transfer.

### **Making an Application**

Before completing the application form all applicants should check that they comply with the eligibility requirements outlined. Applications must be completed by the Scottish-based scientist; submissions to the RSE from overseas scientist(s) will not be entertained. Taiwanese-based researchers should apply directly to the MOST (for more information please visit the MOST website: <https://www.most.gov.tw/>).

### **Closing Dates and Result Dates**

Closing date for submission of proposals	5pm on 23 January 2018
Applications considered by MOST and RSE	Early March 2018
Announcement of funding decisions	March 2018
Joint Projects commence	April 2018

### **Eligibility**

- The Project Leaders must be of at least postdoctoral status or equivalent
- Scottish based collaborators must be employed by a Scottish research institution
- Awards are granted for research in the advertised subject area(s) only
- Applications will only be considered for bilateral (not multi-lateral) projects
- Visits must take place in both directions
- Joint Projects will last for two years only
- An applicant can only apply once per deadline and current Scottish-based holders of an RSE Joint Project Award are not eligible to apply. Holders of other RSE awards are still eligible to apply.

### **Selection criteria**

The primary considerations will be:

- The research background of the UK and overseas scientist
- The strength of the scientists and institution in the area of the proposed research
- The mutual benefit of the collaboration
- The strength of the proposal in relation to potential outcomes/impact
- The potential contribution to the UK science base

### **Progress Reports**

A progress report must be submitted to the Society 12 months after the start date of the Joint Project. A Final Report must be submitted no later than one month after the completion of the Joint Project. Funding for the second year of the project will not be made available until a satisfactory report has been received. A report format can be downloaded from the RSE website.

Full details and application papers are available on the RSE website: <https://www.theRSE.org.uk>



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## Terms & Conditions

### RSE - MOST International Joint Project Grants

**The following terms and conditions should be read carefully alongside the guidelines before completing the application form.** Together with the guidelines, they form the complete terms and conditions and are an integral part of the application form.

#### INTRODUCTION

1. The Royal Society of Edinburgh (RSE) – Ministry of Science and Technology, Taiwan (MOST) Joint Project scheme is designed to facilitate international collaboration between researchers based in Scotland and Taiwan. The Joint Project grant provides a maximum of £6,000 per year. The Joint Project scheme runs for two years. The funding may be seen as seed money to enable further collaboration and funding in the future.

#### SELECTION PROCESS

2. The selection process is:
  - a) Submission of proposals
  - b) Applications considered by MOST and RSE
  - c) Announcement of funding decisions
  - d) Joint Projects commence

#### SELECTION CRITERIA

3. The primary considerations will be:
  - a) The research background of the UK and overseas scientist
  - b) The strength of the scientists and institution in the area of the proposed research
  - c) The mutual benefit of the collaboration
  - d) The strength of the proposal in relation to potential outcomes/impact as described in the Guidelines
  - e) The potential contribution to the UK science base

#### FUNDING

4. Funding should be requested at least one month before it is required. The RSE must be informed of any additional funding which has been requested or secured for the project. The Society must also be consulted on, and informed of any changes to, the proposed project following approval of the application (e.g. travel dates, visit length, institution(s) to be visited or participants). Failure to consult the Society about proposed changes could result in funding being withdrawn. Any funds remaining at the end of the project must be returned to the RSE through a bank transfer.

- a) For visits, the RSE pays the cost of economy or equivalent fares for travel to and from Taiwan
- b) You should abide by your own institute's finance policies in administering these funds
- c) It is your responsibility to fully discuss finance arrangements with your overseas collaborator(s) to ensure both sides are aware of their entitlements and responsibilities, as these may differ significantly from practices in your/their institute
- d) The award can only be paid to the Scottish institution, not to an individual applicant
- e) Please note that we require at least 4 weeks notice to issue the funds
- f) If this Joint Project has to be cancelled for any reason, you or your institute will be expected to reimburse any monies already issued to you by the RSE
- g) Any unspent funds remaining at the end of the Joint Project must be returned to the RSE as soon as possible after submission of the final Joint Project report
- h) Please return unspent funds through a bank transfer. You can receive RSE's bank account details by contacting Research Awards Officer detailed on the front of the application form

## REPORTING REQUIREMENTS FROM SUCCESSFUL APPLICANTS

5. A progress report must be submitted to the Society 12 months after the start date of the Joint Project. A Final Report must be submitted no later than one month after the completion of the Joint Project. **Funding for the second year of the project will not be made available until a satisfactory report has been received.** A report format can be downloaded from the RSE website.
6. If any lectures are given during the Joint Project, or subsequently articles, research papers or books connected with the Joint Project are published, the support of the RSE-MOST Joint Project scheme should be acknowledged.
7. The RSE should be informed of any publications, further collaborations, funding etc. resulting from this Joint Project. The RSE is pleased to receive copies of publications.
8. Following the visit, the RSE may contact you to act as a case study for use in RSE publications and promotional materials.

## TRAVEL

9. Please ensure you are aware of any visa requirements and travel restrictions for the visits; if you have not already done so please refer to the Foreign & Commonwealth Office (FCO) Travel Advice website: [www.fco.gov.uk](http://www.fco.gov.uk).
10. Please ensure that the travellers' passports and adequate travel insurance are valid for the visits.

## ADDITIONAL TERMS AND CONDITIONS

11. Whilst the award is in effect, the Project Leader cannot apply for another RSE Joint Project grant. However, Project Leaders and participants are not restricted from applying for other RSE grants.
12. If you have not already done so, you may find it useful to read the European Charter for Researchers and The Code of Conduct for the Recruitment of Researchers (<http://ec.europa.eu/euraxess/index.cfm/rights/whatIsAResearcher>)

## MISCONDUCT

1. In accepting this award, the host institution is expected to have in place policies covering research misconduct together with procedures that would be applied were the awardee(s) to fail to abide by them. This award may be withdrawn should the awardee be found guilty of misconduct or unacceptable behaviour (both personal and work-related).
2. The RSE adopts the UK Research Integrity Office ([www.ukrio.org](http://www.ukrio.org)) Code of Practice, as follows:

### Good Conduct/Accepted Procedures (for research):

“Accepted procedures include but are not limited to the following.

- Gaining informed consent where required
- Gaining formal approval from relevant organisations where required
- Any protocols for research contained in any formal approval that has been given for the research
- Any protocols for research as defined in contracts or agreements with funding bodies and sponsors
- Any protocols approved by the Medicines and Healthcare products Regulatory Authority (MHRA) for a trial of medicinal products
- Any protocols for research set out in the guidelines of the employing institution and other relevant partner organisations
- Any protocols for research set out in the guidelines of appropriate recognised professional, academic, scientific, governmental, national and international bodies
- Any procedures that are aimed at avoiding unreasonable risk or harm to humans, animals or the environment
- Good practice for the proper preservation and management of primary data, artefacts and materials
- Any existing guidance on good practice on research.

Note: As well as complying with accepted procedures, researchers must comply with all legislation that applies to their research.

### Accepted procedures do **not** include:

- Un-consented to/unapproved variations of the above
- Any procedures that would encourage, or would lead to, breaches in the law.

### Misconduct -

Can include but is not limited to the following:

- Fabrication
- Falsification
- Misrepresentation of data and/or interests and or involvement
- Plagiarism
- Failures to follow accepted procedures or to exercise due care in carrying out responsibilities for
  - Avoiding unreasonable risk or harm to:  
Humans  
Animals used in research and  
The environment; and
  - The proper handling of privileged or private information on individuals collected during the research.

For the avoidance of doubt, misconduct in research includes acts of omission as well as acts of commission.

## **ACCEPTANCE OF REGULATIONS**

13. By signing this application form and accepting the grant offer letter both the Host Institution and the applicant for the award agree to be bound by the Guidelines and Terms and Conditions upon acceptance of the award by the Host Institution. Each of the Funder and the Royal Society of Edinburgh shall be entitled to enforce these Regulations.



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## Application Form Guidelines

### RSE - MOST International Joint Project Grants

These guidelines indicate what should be covered in response to each question.

Question	Guidelines
1. <b>Project title</b>	Please supply the title of your project.
2. <b>Subject area of project</b>	These are the subject areas which are being considered for this year. Grants will not be awarded for any other subject areas. For work outside these areas, or for Joint Projects with other countries, applicants may wish to consider applying to the Royal Society (of London) Joint Project scheme: <a href="https://royalsociety.org/grants-schemes-awards/grants/international-exchanges/">https://royalsociety.org/grants-schemes-awards/grants/international-exchanges/</a>

#### SECTION A: PERSONAL DETAILS

Question	Guidelines
3. <b>Scottish based project leader details</b>	<p>The Scottish team is required to name a 'Project Leader'. The Project Leader must be of at least postdoctoral status or equivalent.</p> <p>Their role is to liaise between project participants and the Royal Society of Edinburgh and to ensure that the grant is used according to the purposes stated in the application and the Conditions of Award. Please note that an award is 'attached' to the Project Leader, and therefore the RSE must be consulted before the Project Leader can be changed.</p> <p>Please supply your name and preferred correspondence details. Also give details of the institution (including department where appropriate) in which you propose to complete the project.</p>
4. <b>Overseas project leader details</b>	Please supply the name and preferred correspondence details of the overseas project leaders. Also give details of the institution (including department where appropriate) of the overseas leader.
5. <b>Check you are eligible</b>	<p>Joint Projects are intended for researchers of proven ability, employed by research institutes in Scotland and Taiwan</p> <ul style="list-style-type: none"> <li>• The Project Leaders must be of at least postdoctoral status or equivalent</li> <li>• Scottish based collaborators must be employed by a Scottish research institution</li> <li>• Awards are granted for research in the advertised subject area(s) only</li> <li>• Applications will only be considered for bilateral (not multi-lateral) projects</li> </ul>

	<ul style="list-style-type: none"> <li>• Visits must take place in both directions</li> <li>• Joint Projects will last for two years only</li> </ul> <p>There are no restrictions on the number of participants per team. PhD students may also be included on the team provided that the benefits to the project are made clear and that all funders are in agreement to their participation. Please note however that although PhD students can participate in the Joint Project, the RSE and MOST cannot fund their international activities (travel, subsistence etc.).</p>
<b>6. Is your collaboration eligible?</b>	<p>The collaboration will be based on a single project, between a team or individuals based in Scotland and in Taiwan. A relationship must have already been established between the Scottish-based and Taiwan-based researchers. The collaboration should involve bilateral exchanges only between Scotland and Taiwan.</p> <p>Please note that Taiwan-based collaborators must be eligible to apply for MOST funding. The Taiwanese applicant must be PI or Partner in an ongoing MOST-funded scheme, which has a duration of at least 3 years. Taiwan-based researchers should apply directly to the MOST (for more information please visit the MOST website: <a href="https://www.most.gov.tw/">https://www.most.gov.tw/</a> ).</p>
<b>7. If a grant was awarded, when do you plan to begin?</b>	<p>Please note that all awards should begin within four months of the award being offered. The projects should be carried out over a twenty-four month period.</p>
<b>8. How much are you applying for?</b>	<p>The RSE – MOST Joint Projects run for two years and the RSE provides a maximum of £6,000 per year. Within this £6,000 up to £1,000 per year may be requested for research expenses.</p> <ul style="list-style-type: none"> <li>• Funding from the RSE is for the Scottish based group's international travel fares and the overseas group's subsistence costs in Scotland.</li> <li>• The MOST will provide funding for the Taiwanese based participant's travel to Scotland and for the Scottish participant's subsistence costs in Taiwan.</li> </ul> <p>It is recommended that you complete the later "Cost" section in the application form first. There is more guidance on costs in "Cost" section of this document below.</p>

## SECTION B: THE APPLICANTS

Question	Guidelines
<b>SCOTTISH BASED PROJECT LEADER:</b>	
<b>9. Career history</b>	<p>Please summarise your career history including:</p> <ul style="list-style-type: none"> <li>• Degrees and qualifications including class of degree / grade, institution and year</li> <li>• Academic awards and prizes</li> <li>• Field of specialisation</li> <li>• Positions held</li> <li>• Responsibilities:</li> </ul> <p><i>(500 words maximum)</i></p>

<b>10. Publications in Journals</b>	Please give the title and reference of three <b>recent</b> key publications in refereed journals ( <i>150 words maximum</i> )
<b>OVERSEAS BASED PROJECT LEADER</b> <b>Please note: a parallel application must be submitted to the Ministry of Science and Technology, Taiwan by the Taiwanese collaborator</b>	
<b>11. Career history</b>	Please summarise the career history of your international collaborator including: <ul style="list-style-type: none"> <li>• Degrees and qualifications including class of degree / grade, institution and year</li> <li>• Academic awards and prizes</li> <li>• Field of specialisation</li> <li>• Positions held</li> <li>• Responsibilities:</li> </ul> ( <i>500 words maximum</i> )
<b>12. Publications in Journals</b>	Please give the title and reference of three <b>recent</b> key publications in refereed journals ( <i>150 words maximum</i> )

### SECTION C: THE PROJECT

Question	Guidelines
<b>13. Description and objectives of proposed project</b>	This must not be confidential as it may be used in publicity material. It must use non-technical language and be clear and brief ( <i>250 words maximum</i> )
<b>14. Expected outcomes /impact</b>	<ul style="list-style-type: none"> <li>• <b>Outcomes</b> – are the differences this project will make, the activities that will happen that would not otherwise have been possible and, in the longer term, the benefits to science and society.</li> <li>• <b>Impact</b> – includes the potential contribution to the UK science base, the sustainability of the project, future collaborations, follow-on activities, and plans for the development of the project outcomes.</li> </ul> ( <i>250 words maximum</i> )
<b>15. Benefits to Scotland</b>	Please describe the specific benefits to Scotland
<b>16. Benefits to Taiwan</b>	Please describe the specific benefits to Taiwan
<b>17. Other project participants</b>	If there are other people, participating in this project, please give their names, institutions departments and briefly describe their roles
<b>18. Costs</b>	The RSE – MOST Joint Projects run for two years and the RSE provides a maximum of £6,000 per year. This is for the Scottish based group's international travel fares and the overseas group's subsistence costs in Scotland. It may be used to claim the costs of: <ul style="list-style-type: none"> <li>• your own international travel (economy or equivalent)</li> <li>• subsistence for incoming visitors</li> <li>• other living expenses for incoming visitors.</li> <li>• Research expenses (up to £1,000 within the total £6,000) for any materials related to the research aspect of the award. These may include: <ul style="list-style-type: none"> <li>○ visa charges</li> <li>○ police registration fees</li> <li>○ postage</li> </ul> </li> </ul>

- printing costs
- books
- computer software
- stationery for overseas visitors whilst in the UK
- fieldwork expenses
- animal and plant licence fees

You may **not** claim against:

- computer hardware
- bench fees
- conference fees
- departmental costs
- medical insurance
- excess baggage costs
- expenses relating to accompanying dependents
- contributions towards salaries.

The MOST will provide funding for the Taiwanese based participant's travel to Scotland and for the Scottish participant's subsistence costs in Taiwan.

If you are unsure about is a particular expense can be covered, please contact the Awards Officer detailed on the front of the application form.

Please see the examples below:

TYPE	DESCRIPTION	COST (£)
<i>e.g. Travel</i>	<i>Flight for Prof. Smith from Edinburgh to Taipei, February 2007</i>	<i>£600</i>
<i>e.g. Subsistence</i>	<i>Two weeks accommodation and subsistence in Edinburgh for Taiwanese collaborators, May 2007</i>	<i>£400</i>

**19. Ethical considerations**

The Royal Society of Edinburgh adopts the statement on Ethics Policy published by the British Academy. The following considerations apply to all proposals:

- accurate reporting of findings and a commitment to enabling others to replicate results where possible;
- fair dealing in respect of other researchers and their intellectual property;
- proper employment conditions for research staff having respect for the provisions of the 'Concordat for Contract Research Staff';
- honesty to research staff and students about the purpose, methods and intended and possible use of the research and any risks involved;
- confidentiality of information supplied by research subjects and anonymity of respondents (unless otherwise agreed with research subjects and respondents); and
- independence and impartiality of researchers to the subject of the research.

Wherever necessary, appropriate consent should be obtained from or on behalf of participants or others affected by the research. Applicants should indicate whether their proposed research raises any special ethical issues, and whether their application has been approved by the institution's Research Ethics Committee or other relevant authority. Independent researchers without access to formal ethical scrutiny and approval should briefly describe any special ethical issues, and explain how they will be addressed'.

## SECTION D: OTHER SUPPORT OR FUNDING

Question	Guidelines
<b>20. Are you actively seeking funding from other sources?</b>	<p>Please provide details of all other sources of funding you are actively seeking.</p> <ul style="list-style-type: none"><li>• Whilst the award is in effect, the Project Leader cannot apply for another RSE Joint Project grant. However, Project Leaders and participants are not restricted from applying for other RSE grants.</li></ul>

## SECTION E: FINAL SIGNATURES & THIRD-PARTY STATEMENTS

<b>21. Institution approval</b>	All applications must be ' <i>approved</i> ' by the organisation in which the Project Leader is based.
<b>22. Applicant statement &amp; Co-applicant where relevant</b>	<ul style="list-style-type: none"><li>• This statement must be signed by the applicant and co-applicant where relevant.</li><li>• Please read the Terms and Conditions before signing this</li></ul>
<b>Data Protection Consent</b>	Please read the Data Protection Consent and Statement provided carefully and tick the box if you agree to it. If not, please let the award owner at the RSE know.

**Finally, check you have completed everything on the checklist on the front page of the application form.**

*Thank you.*

**October 2017**