



INVITATION TO SUBMIT EXPRESSIONS OF INTEREST

THE ESASTAP PLUS SHORT-TERM EXCHANGE PROGRAMME FOR INDIVIDUALS INVOLVED IN TECHNOLOGY TRANSFER (E+ STEP)

ESASTAP Plus aims to support the deepening of science, technology and innovation cooperation between South Africa and Europe, with a special focus on innovation. The project is supported by the European Commission under the Seventh Framework Programme, with co-funding from the South African Department of Science and Technology. The project is coordinated by the PRAXI Network in Greece and other project partners are the South African Department of Science and Technology (DST), the Southern African Research and Innovation Management Association (SARIMA) and the Academy of Science of South Africa (ASSAf) in South Africa, the Agency for the Promotion of the European Research (APRE) in Italy, Projektträger im Deutschen Zentrum für Luft- und Raumfahrt (PT-DLR) in Germany, L'Institut de recherche pour le développement (IRD) in France, KiNNO Consultants Ltd (KINNO) in Greece and Euresearch in Switzerland.

More information on the ESASTAP Plus project is available at www.esastap.org.za.

1. Programme Description

The overall objective of the E+ STEP is to advance innovation collaboration between South Africa and Europe. It aims to provide opportunities for the exchange of information and best practices in technology transfer between South Africa and Europe; to enhance and promote innovation collaboration between South Africa and Europe; and to identify and reduce barriers to innovation collaboration between South Africa and Europe.

The programme will provide an opportunity for individuals working in the field of technology transfer¹ from South Africa and individuals from Europe to visit a host institution in Europe and South Africa respectively. The duration of each visit will be subject to negotiation between the institutions concerned, but funding will be provided at the given rates for a maximum of two weeks. Submissions will be reviewed by a committee that will be appointed

¹Generally technology transfer refers to the process of sharing of skills, knowledge, technologies and methods of production among industries, universities, research institutes, governments and other institutions to ensure that scientific and technological developments are accessible to a wider range of users who can then further develop and exploit these outputs into new products, services, applications, materials and processes. Technology transfer also refers to the process of mainstreaming the application of innovative produced in the research and academic environments which can be of benefit to society and scaled up for use by consumers and civil society through its commercialization.

from within the ESASTAP Plus consortium. A minimum of 4 applicants (2 South Africans, 2 Europeans) will be funded as part of the 2014 E+ STEP call.

2. Eligibility and selection criteria

- (1) Applicants should have at least 3 years experience in technology transfer, although strong motivations from less experienced individuals could be considered. Applicants will typically be individuals who facilitate the technology transfer and commercialisation processes in a publically funded university or another public research institution. It should be noted that for South African applicants, previous publically funded exchanges may be a consideration when undertaking the proposal evaluation. Preference will also be given to individuals with permanent employment or long-term employment contracts with the institutions concerned.
- (2) Applicants from South Africa should be employed by public institutions as per the definition for "institution", paragraphs a, b and c, under Section 1 of the Intellectual Property Rights from Publicly Financed Research and Development Act, 2008².
- (3) Applicants have to submit an Expression of Interest, with a letter of support signed by a duly authorised institutional representative. The institution is expected to co-fund the visit as detailed in Section 3 and to facilitate the participation by the respective individual in the programme (e.g. allowing for paid time for the individual to participate in the programme).
- (4) Host institutions should be prepared to execute an exchange programme, provide a workspace, computer, Internet access, printing and copying facilities to the visiting technology transfer exchange applicant and other requirements as may be agreed so as to optimally facilitate a successful exchange. Please note that a sender institution will not necessarily be a host institution. It is however assumed that a sender institution will be prepared to act as a host if approached by an applicant from another institution.
- (5) The Expression of Interest must emphasise the potential benefit of the exchange visit to both the home and the host institution and highlight potential activities that each institution will engage in with their exchange applicant.
- (6) Applicants must be eligible for foreign travel and have appropriate travel documents at the time of the visit.
- (7) Individuals supported through the programme will be required to submit a short report after conclusion of the visit, the format of which will be provided to the individual and the institution concerned.

3. Funding

Successful applicants will receive up to 80% of the direct expenses (including an economy class flight ticket, visa costs and subsistence allowance) to a maximum of R60 000 per South African applicant and €3800 per European applicant.

²Any higher education institution contemplated in the definition of "higher education institution" contained in section 1 of the Higher Education Act, 1997 (Act No. 101 of (1997)); Any statutory institution including the HSRC (Human Sciences Research Council), WRC (Water Research Commission), CSIR (Council for Scientific and Industrial Research), Mintek (Council for Mineral Technology), ARC (Agricultural Research Council), MRC (Medical Research Council), SABS (South African Bureau of Standards), CGS (Council for Geoscience), NRF (National Research Foundation), Necsa (South African Nuclear Energy Corporation); Any institution identified as such by the Minister under section 3(2).

Applicants from South Africa should use the SARS guidelines for subsistence for the country to be visited (<http://www.sars.gov.za/AllDocs/OpsDocs/Guides/PAYE-GEN-01-G03%20-%20Guide%20for%20Employers%20in%20respect%20of%20Allowances%20-%20External%20Guide.pdf>).

The home institutions of successful applicants will be required to co-fund the remaining 20% of the costs.

Note that personnel costs, indirect costs, or in-kind contributions **cannot** form a component of the exchange visit costs, or of the institutional co-funding.

4. Application process

1. Publish Expression of Interest	8 April 2014
2. Applicant contact host institution and prepare the Expression of Interest in consultation with the home and host institution.	9 April to 13 June 2014
3. Closing date for the submission of Expression of Interest. No late submissions will be accepted. Please submit the completed Expression of Interest with the supporting documents to karin@sarima.co.za	16 June 2014
4. Review and selection process.	17 June to 17 July 2014
5. Announcement of successful applicants.	From 18 July 2014
6. Awards and agreements.	From 18 July to 8 August 2014
6. Exchange visits.	Between September 2014 and July 2015
7. Reports are required within 30 days of completion of the visits.	

5. Application documents

The following should be submitted:

- Expression of Interest using the template provided.
- Letter of support from the host institution.
- Letter of support from the institution's duly authorised representative.
- An up-to-date CV.

6. Enquiries

Applicants from South Africa:

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Applicants from Europe:

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