



Request for Applications (RFA)

Women in Science Research and Innovation Grant Scheme

Grant Title:	Women in Science Research and Innovation Grant
Grant Number:	NRIF07-2021/22
Number of grants:	A total of eight (8) to ten (10) Grants will be funded
Funding per Category:	
<i>Category 1:</i>	Sixty Million Rwandan Francs (60 million Frw) as a ceiling
<i>Category 2:</i>	Ninety Million Rwandan Francs (90 million Frw) as a ceiling
<i>Category 3:</i>	One Hundred Fifty Million Rwandan Francs (150 million Frw) as a ceiling
Project Category:	2-5 years depending on Grant Category and Scope of Grant
<i>Category 1:</i>	<i>Short-term</i> grant for 2 years (24 months) maximum
<i>Category 2:</i>	<i>Medium-term</i> grant for 3 years (36 months) maximum
<i>Category 3:</i>	<i>Long-term</i> grant for 5 years (60 months) maximum
Funding Purpose:	The purpose of this RFA is to enable women scientists to develop research proposals that shall be required to demonstrate experimental research design. This initiative is expected to stimulate and support women researchers to develop scientific leadership skills through development of proposals that may indicate how the results shall in the future lead to product and or service development, testing and validation based on the findings. The applicant proposals may show how the findings will in the future have the potential to lead to innovation that would be commercialized as a new product or service. The ultimate goal is for women scientists to develop research proposals that will in future enable them to create jobs and become entrepreneurs.
Important Dates:	
<i>Date of Issue:</i>	26 th October, 2021
<i>Closing Date:</i>	30 th December, 2021
<i>Feedback to applicants:</i>	25 th April, 2022
<i>Earliest Start Date:</i>	26 th May, 2022
Funds disbursement:	Funds will be disbursed to host Institutions of the Principal Investigators

1. Funding purpose and scope

The goal of this grant is to promote women scientists' leadership and their effective participation in national research performance and productivity, leading to the development and uptake of technology driven innovation that address specific community needs for the well-being of Rwandan population. Grant will be awarded to promising high-level research projects carried out by women scientists in Rwanda in any of the six (6) national priority areas as defined in the STI policy¹ and detailed in National Research and Innovation Agenda (NRIA).

This specific Request for Applicants (RFA) provides additional opportunities to women scientists to become leaders of their own grants, and specifically enabling women researchers to focus on technology development and innovation grants. It will also enable women researchers to compete for R&D funding leading to experimental research, which will in the future support efforts to innovate, prototype, and create opportunities for women to become job creators, and to become women entrepreneurs.

Therefore, purpose of this RFA is to enable women scientists to develop research proposals that **shall be** required to demonstrate experimental research design. This initiative is expected to stimulate and support women researchers to develop scientific leadership skills through development of proposals that **may** indicate how the results shall in the future lead to product and or service development, testing and validation based on the findings. The applicant proposals **may** show how the findings will in the future have the potential to lead to innovation that would be commercialized as a new product or service. The ultimate goal is for women scientists to develop research proposals that will in future enable them to create jobs and become entrepreneurs.

2. Background and rationale

The 7-years National strategy for Transformation 1 (NST-1) and vision 2050 envision the need for Rwanda to promote Research and Development (R&D), as a key enabler to fast-track national economic transformation especially in the area of technology for industrial development. It is known that science and gender equality are both vital for the achievement of the internationally agreed development goals, including the 2030 Agenda for Sustainable Development. Over the past two decades, the global community has made considerable progress in inspiring and engaging women and girls in science. Yet, the UN Scientific Education and Cultural Organization (UNESCO) report (2019) reveals that fewer than 30% of researchers worldwide are women.

Furthermore, the report (2021) of Rwanda National Research and Experimental Development (R&D) Survey for the reference year 2018/2019 conducted by the National Council for Science and Technology (NCST) indicates that in Rwanda the participation of women in R&D activities is relatively fair with an overall participation percentage of 35.7%. The report further indicates that female researchers represent 30.4% of total researcher headcounts.

This has been achieved through the efforts and initiatives which have been made to promote women participation in research. These include the requirements of 30% representation of female scientists and researchers in NCST-funded projects; the increased number of enrolled

¹ [STI POLICY 2020.pdf \(ncst.gov.rw\)](#)

female students in centers of excellence and STEM related fields; women in science awards; as well as increased number of women in leadership positions. However, there is a need for further reducing the gender gaps and promoting equal participation of women and men in performing R&D which leads to increased productivity and better scientific outputs. In Rwanda's quest to leverage scientific research and technology innovation as an engine for increased national productivity and economic growth, it is imperative to empower women scientists to ensure their significant contribution in science performance and productivity.

Therefore, NCST is pleased to announce its first call for research proposals under the “**Women in Science Research and Innovation Grant**” for research categories 1-3. These research grants should respond to national needs under the six priority areas: Sustainable energy, Food security and modern agriculture, Life and health sciences, Local production and value addition (Manufacturing), Digital services, products and lifestyles and resilient environment and natural resources. The “Women in Science Research and Innovation Grant” scheme is designed to foster demand-led, collaborative research projects that are proven to be technology-driven innovation projects. The scheme will support ideas that address a well-defined problem and leading to product development and commercialization for the broader benefit of the society.

3. Funding information on priority areas

The technology development type of research envisioned include A-F priority areas:

A: Sustainable energy

1. Alternative Energy: Innovations and research interests with a goal to provide cleaner energy. This includes solar energy solutions, biomass, hydro power, methane gas, geothermal and wind energy
2. Rural Energy: Innovation and research interest with a goal to provide efficient lighting, cooking, heating and other energy solutions to rural communities.
3. Advanced Energy Research: Innovation and research on high density forms of energy, improved storage, transport, metering and efficient use of energy.

B: Local production and value addition/Manufacturing

1. Construction Materials
2. Packaging Products
3. Textiles and Leather Products
4. Chemicals and Fertilizers
5. Food Processing

C: Food security and modern agriculture

1. Crop Research and Protection
2. Biotechnology
3. Post-harvest Handling and Management
4. Livestock Production
5. Precision Agriculture
6. Land Husbandry

D: Life and health sciences

1. Disease Prevention and Control: research in preventing and managing both communicable and non-communicable diseases
2. Pharmaceutical Drugs: knowledge-based solutions to producing drugs and other medicinal products preferably from local raw materials
3. Maternal and Child Health: solutions aiming at protecting and improving the health and overall quality of life for mothers and children
4. Health Promotion: activities and research questions related to health communication and promotion
5. Health System Support: health support systems, services, products and procedures pertaining to health financing, governance, skills, technologies and management
6. Clinical Research: studies related to the delivery of solutions to health issues such as testing on new drugs, vaccines, feasibility studies and others
7. E-Health: application of modern technologies to the health sector issues

E: Resilient environment and natural resources

1. Land and Water Resources: solutions for managing land resources, providing abundant and safe water for drinking and other uses
2. Green Production: processes and products aiming at increasing productivity while promoting and maintaining environment friendly practices
3. Mining Products: as one of the Rwanda's main exports, there is a need for adequate solutions to add value to mineral products to avoid value loss due to exporting raw materials

F: Digital services, products and lifestyles

1. Digital Media: This includes video games, video content, e-books and other content delivery mechanisms
2. Financial Technologies
3. ICT for an identified area (education, business, etc.) that is to greatly benefit from added-value brought by advanced information and communication technologies
4. Digital Services: technology solutions to ease and mainstream service delivery in all sectors.
5. Cybersecurity and data security

4. Project content description, goal and objectives

4.1. Project content description

N.B: Please use the template for 'Research Proposal Development' on page 15-16 of this RFA.

4.2. The goals of this funding opportunity shall include:

- i. **Experimental design:** The objective of this RFA is to enhance understanding of the experimental research processes and mechanisms leading to increased knowledge

generation, with study design that will shape innovation outcomes in any of the priority areas.

- ii. **Address society needs:** The goal is to improve experimental research to address specific Rwandan society needs and challenges to improve the well-being of citizens.
- iii. **Enhance peer collaboration:** The objective is to increase opportunities for applicants with promising ideas, based on a combination of technical skills acquired through training and peer collaboration to engage with their peers, and carry out research in priority areas. Applicants with in-depth knowledge of society specifics and needs, will have funding to translate their ideas into research proposals eligible for support through this funding mechanism.
- iv. **Partnership for excellence:** The objective is to enhance opportunities to form tangible partnerships with globally renown scientists in the field of applicants' experts, and to further gain R&D excellence. The funding will enable applicants to increase the attractiveness and eligibility of the applicants' subsequent opportunities to become equal partners in international research and development grant efforts.
- v. **Enhance scientific capacity building:** The goal of this funding opportunity is to build capacity of scientists, enhance knowledge transfer, promote structural development and capacity building with international scientists from developed countries (North-South partnerships), as well as develop collaboration with other scientists in the African region (South-South partnerships).
- vi. **Strengthen managerial leadership skills:** The goal is also to strengthen managerial and leadership skills through capacity building and improvement of leadership skills as precondition for successfully implementing joint research efforts. Applicants will gain various aspects of organizational skills. The grant implementation includes mutual trust, leadership, networking and communication that have to be addressed throughout grant funding period. Also, considerations of cultural aspects and differences between the partners are essential in negotiating strategies for research collaborations.

5. Eligibility Information

The applicants shall indicate research category in terms of scope, implementation period and amount of funding, and abide with the following eligibility criteria:

- i. The Principal Investigator (PI) must be a Rwandan woman scientist with a PhD degree or Master's degree in relevant field
- ii. The applicant PI should demonstrate partnership with at least one (1) globally renown expert in the field
- iii. The composition of the project team shall be at least 50% of women researchers, scientists or innovators
- iv. Applicant(s) must provide **support letter from the primary a university, research institute or R&D company** where the research project will be carried out.
- v. The research project proposed should be experimental design, with the potential lead to product or service development, and the potential for commercialization of products of services across technology development areas highlighted under purpose and scope in this call.

- vi. The PIs and Partners shall provide **additional support letters from their university or research institute or private institution committing to support applicants** and offer them time to work on this project for the duration of the project.
- vii. The research project should describe a clear outreach community activities or strategy for disseminating project proposal idea, and later findings so that wider Rwandan community understands the project and its findings e.g. through Radio, TV and newsletters.

Applicants are encouraged to consider the following other eligibility areas:

- Applications are encouraged to seek and form consortia of at least 2 institutions from research university **or** research institution and private institution
- Partnering with young Innovators funded by NCST is highly encouraged. Applicants are encouraged to visit existing innovation funded by NCST to collaborate and work with innovators funded and who have passed through incubations under Rwanda Innovation Challenge (RIC) Programme. The list of these innovators is found on NCST ([Rwanda Innovation Challenge \(RIC\) Award Recipients 2019 | NCST](#))
- Applicants are encouraged to seek and present evidence of partnership and contribution from private sector in terms of resources (**not necessarily financial or monetary value**) such as office space, didactic support, office phone, private sector staff support, vehicle and other logistics needed for the research.

6. Application guidelines and online and registration

- Applications shall be received from Rwandan women scientists from academic and research institutions or industry and/or private sector;
- Applicants are encouraged to jointly design and implement projects by both academic partner(s) from a recognized Higher Learning Institutions (HLIs) or R&D institutions, and industry/ private sector partner(s).
- Applicants shall be **required to apply online** through Research Innovation Grant Management System (RIGMS):
 - Applicants shall have to register through RIGMS at least 2 weeks prior to applications
 - Applicants shall receive a username and password
 - Applicants shall only apply online, be reviewed online and receive feedback through online RIGMS.
- Proposals shall only be in English language.
- Successful applicants will be funded through any of the category 1-3 funding mechanism.
- The overhead budget cost shall be justified with details of budget rationale and justification. It will be provided only to the main applicant/host institution.
- Institutions/organizations, industries receiving funds for execution of the research project shall assume financial and legal administrative responsibility for the execution of the project, and shall demonstrate good governance and accountability practices.

7. Peer evaluation process

7.1 Evaluation process and team composition

The process of evaluation shall start with administrative checks for eligibility criteria. Ineligible applications shall automatically be disqualified.

An independent review committee with expertise in technology development areas highlighted in this call shall be appointed by NCST to evaluate all eligible applications.

A committee will be composed by 3 reviewers per application, and the scores will be calculated to obtain an average score for each application.

The composition of the three (3) reviewers shall be least one (1) reviewer from industry and one (1) from outside Rwanda.

Through RIGMS (Research Innovation Grant Management System) the appointed and independent reviewers and researchers shall be anonymous to provided opportunities better objectivity in the review process.

The reviewers will provide quantitative scores and qualitative information describing rationale for the scores provided to each grant, which will be shared through RIGMS to each of the applicant.

7.2. Review Process

The review committee shall consider the following criteria for applications submitted, and applications shall be evaluated based on scientific and technical merit through a rigorous review process.

For these Research Categories 1-3, please note the following important review criteria:

- Applications shall endeavor to promote research collaboration between academia and industry/private sector
- Through novel findings, knowledge creation and deepening, findings shall demonstrate value addition of new products or services to improve the wellbeing and quality of life for Rwanda community.
- Applications shall have the potential to demonstrate innovation that will result into novel products, services that will eventually result into start-ups.

The research projects under these categories 1-3 of funding should demonstrate findings that will result into community transformation by bringing positive qualitative change in all aspects of people's lives. Through novel findings, knowledge creation and deepening, these projects findings should demonstrate value addition of some products or services and the ability to improve the wellbeing and quality of life for Rwanda community.

Research projects that demonstrate novel findings to boost national scientific and technology growth to become competitive knowledge-based economy e.g. to provide added value of goods and services, to promote export base for high-value of goods, increased modernization of

productivity and/or improved quality of life for Rwandan community. Such research projects should demonstrate innovation that will result into novel prototype products, services that will eventually result into start-ups.

Ideally, the proposal must contain the characteristics of any of the following: proposals that adopt an innovative approach to solve a problem faced by the community and or/industry. The proposals shall demonstrate outcomes that will bring new scientific and technological innovations, as well as solution driven research that aids technology transfer and commercialization.

The successful research proposals that fulfill the administrative requirements will be submitted to reviewers for technical evaluation. Each research project will, independently, be reviewed by 3 reviewers.

The aspects to be considered in the selection step include:

- Alignment with National Research Priorities and Potential Impact
- Feasibility (work plan, project organization, project scheduling and timelines)
- Scientific merit of the proposal (including the literature review, objectives, methodology, novelty, scientific contribution, multidisciplinary aspects, industry collaboration)
- The competency of the PDs/PIs as well as for the entire Project team.

Review standards: The projects will be screened for administrative compliance with predetermined eligibility criteria by a technical team from NCST. Applications will meet administrative criteria indicated in this concept note. An independent review committee of composed of 3 members with a broad expertise will be assigned to evaluate the submitted proposals.

The final selection will be based on the recommendations of the review committee criteria underneath. Reviewers will consider each of the review criteria below and award scores equally to determine scientific merit of the following areas: a) Significance b) Approach c) Innovation, d) investigators competence e) and f) Research environment.

a. Significance

Provide a description of how the study addresses important problem or critical barrier in the field, and how this is aligned with Rwanda National Strategy for Transformation-1 (NST-1) agenda; namely addressing issues affecting Rwandan community to improve their wellbeing and contribute to economic viability. Is there any prior research findings that serves as the key basis and support for the proposed study to make it rigorous?

If the aims of the proposed project are achieved, how will scientific knowledge, technical capability, and or findings inform policy and practice to improve Rwandan society? How will successful completion of the aims change the concepts, methods, technologies, services, or interventions that drive proposed STI field?

b. Approach

Describe how the proposed study strategy, methodology and analyses are appropriate for the specific aims of the projects. Describe a strategy to support your study methodology and how to address any weaknesses in the rigor of prior research that serves as the key support for the proposed research project. Please present potential problems, alternative strategies, and benchmarks for success of the proposed study.

For any project development, justify how the strategy to establish feasibility will particularly risky aspects be managed. Describe details of research variables justified in terms of the scientific goals and research strategy proposed. Please provide insights into data management and analysis. Describe a strategy to manage any research risks anticipated.

c. Innovation

Describe how your proposed research study findings may presents novel or state-of-the-art findings as a contribution to the scientific field, and whether your findings may lead to development of new products or services to advance national transformation agenda.

Describe how the current study is broad enough and seek to shift current practice paradigms by utilizing novel/ground breaking theoretical concepts, approaches or methodologies, instrumentation, or interventions to contribute to value addition, improved quality of products or services, improve national industrial development and wellbeing of Rwandan society.

d. Investigators' competence

Describe how the main project directors/ principal investigators (PDs/Pis) is well suited scientifically to successfully implement the project. Do the PDs/Pis and co-investigators have scientific track-record of doing similar studies, and do they have appropriate managerial and scientific experience and training required? Have the PDs/Pis and co-investigators demonstrated ongoing scientific record of accomplishments that have advanced their field(s)? Describe how the composition of investigators is multi-disciplinary enough from variety of teams: a) academic-industry/private sector; b) multi-disciplinary complementary scientific and leadership teams and c) national, regional and internationally recognized/reowned experts.

Describe how the project collaborative team and co-investigators have complementary roles and responsibilities with integrated expertise for added value. Please describe how the team will be coordinated to ensure smooth implementation of the project. Are the leadership approach, governance and organizational structure appropriate for the project? Please describe how the leadership governance will ensure good management for optimal internal controls and accountability of resources for the study project, as well as track record of high quality of institutional audit.

Describe institutional procedure processes for project inputs, verifications, approvals and M&E of scientific and/or resources that will lead to suitable outputs and long-term outcome and impact of the project.

e. Research Environment

Describe how the scientific research environment in which the study will be done contribute to high probability of success. Describe how adequate are the available or current institutional equipment and physical resources for the investigators to carry out this study, and indicate whether additional equipment will be required. Describe how the project benefit from unique features of the current scientific environment, or collaborative arrangements. Is there evidence of institutional support for this project to build sustainable research capacity through utilization of the proposed study findings.

7.3 Evaluation criteria and description

Each application in [category 1-3](#) will be evaluated and rated on the basis of the evaluation criteria outlined below. The criteria listed are closely related and are considered as a whole in judging the overall quality of an application.

Criteria	Description	Marking
Relevance and significance	The proposal should demonstrate how the study will contribute to sustainable and inclusive socio-economic development. Statement of the problem and justification of the study should be well elaborated. Goals and objectives stated are clear and measurable, and the pathway to outcome and impact is well defined.	10
The Research should lead to product and/or service through scientific and technological excellence and Innovation	The proposal should clearly define the uniqueness of the research idea, product or service to be developed addressing specific community scientific challenge or need. The proposal should clearly define the quality and originality/novelty of the innovative idea, prototype and product/service to be developed , and its potential for commercialization.	25
Demonstrate the potential for product/service development, job creation and support women researchers to become entrepreneurs	The proposed research shall be experimental and demonstrate the ability for PI and Co-PIs to have product/service developed. The applicant shall demonstrate how the research will contribute to job creation and enable PI and Co-PIs to become entrepreneurs.	20
Investigator's capacity, qualification and record on previous grants, Partnerships and collaborations	Investigators must have and demonstrate expertise in the stated field through prior research experience and collaboration , and they must show the ability to undertake the research. The proposal must demonstrate the contribution of the participating institutions and clearly define the roles of each partner towards ensuring research excellence and innovation capacity development.	10
Quality and Feasibility of the project Idea	The project idea and feasibility is well developed , with details about how the project activities will be carried out and outcomes achieved. Indicate how ethical considerations and issues expected and arising from research (if any) will be addressed	12
Budget and timeline	The budget justification is detailed. Costs are reasonable in relation to the proposed activities and anticipated results. The budget is realistic, accounting for all necessary expenses to achieve proposed activities within the set timeline. Using the provided template and guidelines should be respected.	7
Monitoring and evaluation plan	Applicant must demonstrate ability to measure the project success against key indicators and provides milestones to indicate progress toward goals outlined in the proposal. The project includes output and	8

	outcome indicators and shows how and when those will be measured.	
Sustainability	Project activities are likely to have a positive impact after the end of the project and funding for continuation of the project if needed must be sought from other funding bodies.	8

8. Research Categories and amount of funding

Grant Category 1: This grant category is *short-term* for 2.0 years maximum, and supports research projects which are economically viable with experimental design. The applicants shall **make an endeavor and may show** the potential for the study to lead to a proven concept, formulation of new applications which will eventually be validated to new prototypes. This may lead to publications of new models and technologies. The applicants **shall make an attempt** to show how validated concept has the potential and may be upgraded to give new services or products. Up to Sixty Million Rwandan Francs (60 million Frw) will be granted for funding for a period of not more than 2 years.

Grant Category 2: This grant category is *mid-term* and supports research projects for 3.0 years maximum which are experimental and at any stage prior the development of new technologies in any of the call thematic areas. This includes potential for future research findings to be developed and tested as small- or large-scale models or prototypes, which will may eventually demonstrate product or services that may show promising prospects for business and the market. Up to Ninety Million Rwandan Francs (90 million Frw) will be granted for funding for a period not more than 3 years.

Grant category 3: This grant category is *long-term* and will be experimental design in nature. Applicant proposals may show the potential for future findings to support development of research prototypes, products or services. It is a requirement that applicants for category 3 make a strong rationale for their studies to be potentially piloted and tested, and in future potentially scaled up have strong promise for production or potential for start-ups initiatives to improve the wellbeing of the Rwandan society. The novel technology shall address a specific sector issue. Applications may justify feasibility for future related findings to develop into business models, value chain and potential market feasibility studies, analyses and testing, of the final products, or start-ups of a viable enterprise that can attract local and foreign investment based on the product's potential. Up to One hundred and Fifty Million Rwandan Francs (150 million Frw) will be granted for funding for a period not more than 5 years.

9. Application guidelines

Required documents

- Completed online application form obtained from RIGMS;
- Completed proposal template required;
- Budget & Research activity plan provided;
- CVs of the PIs and Co-PIs, as well as all research team members provided;
- All support letters from head of institutions provided;
- List of Partners and their contact phone and e-mails indicated.

How to apply

- Proposals shall only be in English language.
- Applications for **NCST Research Grants for Women in Science Research** can ONLY be submitted online through the Research and Innovation Grants Management System (RIGMS). The applicant must create an account on RIGMS (<https://rigms.ncst.gov.rw/>) where application templates are available. However, if you have questions or require further information, you can submit your queries via email to: research@ncst.gov.rw
- Applications not meeting the minimum eligibility criteria outlined shall be automatically disqualified.
- **Applicants are expected and encouraged to describe details of eligibility criteria in the online RIGMS system. Applicants should request additional information about this requirement if required.**

10. Plagiarism Check

NCST only accepts submission of original proposals and **plagiarism in any form will not be accepted**. All submitted proposals will be subjected to plagiarism checks and hence liable to rejection once identified.

Any text taken verbatim from other sources needs to be identified using quotation marks and proper references. Applicants are requested to pre-check their proposals for plagiarism before uploading to avoid any repercussions at a later stage.

11. Grant Agreement contract

If selected, a trilateral written agreement is drawn up between NCST, the woman scientist grantee and the host institution. The agreement consists of the provisions that are to be fulfilled by the parties in regards with implementation of the project.

12. Important Dates

S/N	Steps	Timeline
1	Call Open	26 th October 2021
2	Deadline for Submission (call closes)	30 th December 2021
3	Pre-selection (administrative check for eligibility)	15 th January 2022
4	Review Process	15 th February 2022
5	Compilation of selection report	15 th April 2022
6	Approval of the selection report	21 st April 2022
7	Notification of outcome to applicants	25 th April 2022
8	Signing agreements and Award Ceremony	20 th May 2022
9	Disbursement of funds	26 th May 2022

13. Important Administrative Information

We strongly recommend that you do not wait until the deadline but submit the application as early as you can to enable us to process your application as quickly as possible.

14. Guidelines for acceptable Budget Expenditures

This document provides a summary of allowable expenditures under the “Women in Science Research and Innovation Grant” that is funded through the National Research and Innovation Fund (NRIF). Only costs (eligible expenses) related to the project activities are to be included in the project budget. Institutions/organizations, industries receiving funds for execution of the research project shall assume financial and legal administrative responsibility for the execution of the project, and shall demonstrate good governance and accountability practices.

Note: The RIGMS shows funding in USD because of limited number digits in the system. However, the actual funding will be in Rwanda Francs according to research categories and amount of funding in section 8 above.

1. Eligible funding:

The following are important funding and budgetary information:

- a) The following items will be **supported under this grant**: *eligible research running costs, justifiable conferences, research field visits, scientific publications, approved lab equipment, and approved consumables.*
- b) The following items are **explicitly excluded** from funding of this project: *funding of student tuition fees as scholarships, postdoctoral tuition fees/fellowships, vehicles, infrastructure/building renovation, heavy equipment or land purchase/acquisition.*

2. Equipment, Supplies and Materials - Includes all equipment, items, consumables to be purchased, fabricated, or hired that will be used during the course of the project.

3. Research expenses - Includes costs related to carrying out the research and specific costs towards disseminating research findings.

4. Travel - Includes mode and cost of transportation, costs for accommodation, meals, airfare, per diem, and related expenses for regional and international travels.

5. Training – The PI may include training related costs not exceeding 2% of annual grant budget. This grant allows training of post graduate (Masters and PhD level) students. However, no expenses will be expected for student related tuition training costs as part of undertaking this project.

6. Personnel – The PI may include stipend allowances as facilitation funds to facilitate the PI and Co-investigators for research project coordination and management of the grant. This budget should not exceed 5% annually of the total grant budget.

7. Consultant - Includes expenses related to acquiring consultancy services for a specific activity(ies) within the Project whereby the project team members are lacking the expertise to carry out that activity.

8. Overhead - Includes the overhead budget cost not exceeding 3% of the overall total grant budget, which is provided to the main applicant's host institution. The overhead budget cost shall be justified with details of budget rationale and justification.

9. Indirect Costs - Includes administrative costs not directly related to the research (e.g., communication costs, stationery, office supplies, etc.). This should not exceed 5% of the total grant budget.

Disclaimer: The items listed above are not exhaustive. Therefore, any budget items submitted are subject to NCST's final decision, and may be approved or rejected at NCST's discretion.



Template for Research Proposal Development

Women in Science Research and Innovation Grant Scheme

The proposal should not **exceed 20 pages** excluding references, and written in English. Use **Times New Roman or Arial font**, size 12, single spacing for one (1) inch normal margins, and portrait orientation.

The application proposal shall include the following important details:

- 1. Cover Page:** The cover page should include the following:
 - Please use your primary institutional Logo and NCST Logo to indicate collaboration (NCST logo is at the head on this document). You may add other logos provided that your work is tidy and well-ordered. Avoid too many logos may make your work disorderly.
 - **Project title (Max 50 words):** The project title should be meaningful and reflecting the contents of the research proposal.
 - Submitted by: Indicate the PI and the of name Host Institution of the PI
 - Indicate Co-PIs and host institutions names.
- 2. Table of content:** This shall highlight the main sections and subsections
- 3. Project specific Aims (Max. 1 page):** This is a summary of the project that shall describe rationale and motivation of the project. It shall present the research problem or research question to address (Problem statement), research overall and specific measurable objectives; brief research approach proposed, expected outcomes and potential impact. The project specific aims summary shall indicate partnership. State the total budget.
- 4. Background and rationale (Max. 5 pages):** Justify details of the relevancy of the project, research question(s) and objectives of the study addressed in details. The proposal shall clearly define the uniqueness of the **research idea, product or service** to be developed addressing specific community scientific challenge or need. The proposal shall clearly define the quality and **originality/novelty of the innovative idea, prototype and product/service to be developed.**
- 5. Approach/Methods (Max. 5 pages):** The project proposal shall clarify the methodology and approaches to be used in the study. This can include the types of Experiments and

Measurements, research tools, study materials, sample and population and several other areas describing systematic ways to gather data and obtain the results. **Applicants are encouraged to include preliminary data (if available) and use tables and graphs (if relevant and required).**

6. **Expected research outcomes and Impact (Max. 3 pages):** The research proposal should describe tangible expected outcomes and impact in details.
 - **Impact:** The proposal should describe of how the experimental research will address specific Rwandan society needs and challenges to improve the well-being of citizens. Please describe in details how this study will have impact on Rwandan community to improve their wellbeing.
 - Please describe how this study will improve industrial and/or result in improved services and advance citizens quality of life, social and economic wellbeing of Rwandans
 - Please describe how this project supports scientific and technological advancement as Rwanda endeavors to become a high-income country.
7. **Collaborations, capacity building and Management (Max. 3 pages)**
 - **Collaborations:** Describe briefly the national and international partnership in terms of scientists, institutions, expertise for collaboration. How will the expertise advance your proposed project and how technical skills will be acquired through training and peer collaboration to carry out research in priority areas.
 - **Capacity building:** Describe how this funding opportunity will build capacity of scientists, enhance knowledge transfer, promote structural development and capacity building with international scientists from developed countries.
 - **Project leadership and Management:** Describe how PIs and Co-PIs managerial and leadership skills. Indicate leadership organizational skills and prior experience to successfully implement similar research efforts.
8. **Research Infrastructures (1 page):** Describe existing and research infrastructures and how will the project benefit from the infrastructure?
9. **Impact on humans and/or environment (A half page):** State if the project has any impact on humans and/or environment and how will researchers address the stated impact on humans and/or environment
10. **Project Management and Leadership (A half page):** Describe the leadership experience and how the PI and Co-PIs will work together to manage the project
11. **Work plan (Max. 1 pages):** The proposal should describe the research activities and the timeline for implementation. **Please a Gantt chart to describe your project work activities.**
12. **References (No page limit required)**
13. **Annexes: You shall use separate budget table and budget justification as additional annex as per budget template provided in RIGMS system.**