Hebrew University of Jerusalem and University of Bonn
Collaborative Research Grant – 2021-22
Guidelines for Applicants

Purpose
The Collaborative Research Grant program fosters international research broadly. Applicants from all schools and disciplines are encouraged to submit funding applications for innovative and sustainable projects built around collaborative research linking faculty from the University of Bonn and HUJI. The research may take place in Germany and/or Israel as long as it is done collaboratively. Scientists from other countries may participate in the project but will not receive funding. The expectation is that these initial projects will lead to long-term collaborations, institutional and research relations, and when applicable, generate publications, exhibitions, and/or external funding for ongoing collaboration.

In 2021, up to two applications will be funded (each with two principal investigators: one from the University of Bonn and one from HUJI) with a project starting date of January 1, 2022. Each application will receive up to EUR10,000 from their respective institution, for a total of up to EUR20,000. These funds must be used for research (broadly defined) and follow the budget guidelines below.

Application Eligibility
Principal investigators on a project must be regular, continuing full-time faculty at HUJI. Principal investigators at University of Bonn must have completed a doctorate and be able to show proof of their employment at least until the end of the collaborative research project. Questions about eligibility should be directed to the respective institution.

Time Schedule 2020/2021
May 6th, 2020: Publication of a joint call for the Collaborative Research Grant
Sept. 30th, 2021: Submission deadline for joint proposals
by Dec. 1st, 2021: Announcements of results
Jan. 1st, 2022: Start of joint projects

Guidelines for budgets
Budget proposals should not exceed 20.000 Euros in total, proposals with a smaller budget volume are also encouraged. The maximum allowable expenses for airfares, accommodation and meals/per diems should correspond to the guidelines of the University of Bonn (i.e., NRW Travel Expenses Act/LRKG) and HUJI. The financial plans submitted will be reviewed by an independent committee. Any activities not addressed below are subject to the rules and regulations of the University of Bonn and HUJI.

Allowable expenses:
▪ travel expenses (e.g., economy airfare, train, local transportation)
▪ accommodation
▪ per diems for faculty, post-docs, or full-time enrolled student team members
▪ no more than 20% of the total award for the costs for hosting a seminar, conference, or workshop (researchers based at other German universities cannot be funded)
▪ no more than 50% of the total award for consumables (including publication/printing costs) and/or expenses for (part-time) student assistance by full-time enrolled University of Bonn and HUJI students
Non-allowable expenses:
- salaries or salary supplementation
- scholarships for students (tuition support purposes)
- course fees for international students
- computers, including laptops, (excluding access to high-performance computers or other specialised applications that are justified within the project proposal) and basic computing facilities such as printers, word processing and other standard software

Duration and Funding Limits
Grants should be spent within the period indicated in the project submission or, at a maximum, within 24 months of receipt of funding. The maximum amount that applicants can apply for one project is up to 20,000 Euros (up to EUR10,000 from the University of Bonn and up to EUR10,000 from HUJI). Applications with a smaller budget are also encouraged.

Application Submission
Each proposal must include the following items in the order listed below as ONE single PDF. The same proposal and budget for each application must be sent to HUJI and to the University of Bonn:

a. Names, titles, departments and emails of HUJI and University of Bonn applicants
b. Project title and layperson’s abstract of the proposed project (up to 250 words)
c. Names of other HUJI researchers involved, including name, title, department, role in project
d. Names of other University of Bonn researchers involved, including name, title, department, role in project
e. Narrative description of the proposed project for a multi-school, multi-disciplinary audience using the following sub-headings (three-page limit, 12 font, single spaced)
   i. Project objectives
   ii. Background and previous work as appropriate
   iii. Research approach and methods
   iv. Explanation of how you will evaluate the success of your project
   v. Anticipated schedule
f. Brief description of how the project will address the following criteria (using the following subheadings, max. 100 words each): Academic quality and impact, Innovation, Outcomes and sustainability, Partnership and strategic relevance (see also “Ranking Criteria and Scoring”)
g. Budget and budget justification, with one section for HUJI budget and one section for University of Bonn budget, explaining in detail all anticipated expenditures
   i. Description of other funds secured or applied for overlapping projects
h. For HUJI faculty only, brief letter from the primary PI’s Department Chair endorsing the application
   i. Curriculum vitae: 2-page maximum, current, for each PI
j. Curriculum vitae: 1-page maximum, current, for additional team members

Applicants should start preparing their applications well ahead of the closing date to provide time for an endorsement letter from the HUJI PI’s Department Chair. Completed applications should be submitted via email to Alma Lessing (International Office, HUJI) at almal@savion.huji.ac.il and and via the University of Bonn’s online form.
Applications will be reviewed and scored by multi-disciplinary, multi-school faculty selection committees at HUJI and at the University of Bonn. Final selections will be reviewed by the Vice-President for International Affairs at HUJI and the Vice Rector for International Affairs at the University of Bonn.

Applicants will be advised of the outcome of their application by December 1, 2021.

**Ranking Criteria & Scoring**
The Selection Committees will assess, comment on and score each application, based on the criteria below. Applicants must outline the aims, methods and expected outcomes of the project and should ensure that they address all criteria. Applications that include activities involving students and/or encourage broad collaborations across schools, disciplines, and units are encouraged but not required.

The Review Committee will evaluate each application on the following criteria:
- **Academic quality and impact**: the academic quality of the proposed work, the likelihood of it gaining wide recognition and/or having a high impact when completed. If appropriate, the ability to cut across disciplines, and/or include students
- **Innovation**: the extent to which the project will contribute to novel thinking and creative outcomes
- **Outcomes and Sustainability**: the likelihood that the project will lead to long-term research relationships and generate on-going collaboration. Expected outcomes may include, among other possibilities: publications, third-party grant proposals, clinical interventions, technological innovations, exhibitions, performances, enhanced networks and research-based seminar/conference/workshops
- **Partnership & Strategic Relevance**: how the partnership will contribute to promoting and consolidating the relationship between HUJI and the University of Bonn. How the research will be shared with broader academic communities at each institution and contribute to realising university strategies.

**Results**
Successful applicants will receive a joint letter of confirmation from both institutions as well as an Acceptance of Award letter that must be signed and returned by the due date to the International Office at HUJI and the International Office at the University of Bonn.

**Payment**
Successful applicants will be awarded up to 20,000 Euros. Awardees will be responsible for managing project funds and for facilitating the sharing of funds with team members where required. Upon submitting complete award agreement documents, successful applicants will be able to receive the funds within one month. It is the responsibility of the HUJI awardees are responsible for liaising directly with the Authority for R&D (HUJI) regarding the receipt of funds.

**Change of Investigator**
If circumstances change – for example, the principal investigator or a team member leaves the project – awardees must provide notification to the International Office at HUJI and the International Office at University of Bonn. All changes must be approved in writing.

**Extensions**
Under exceptional circumstances, no-cost extensions will be approved for a maximum period of 6 months. Applicants seeking an extension must submit a written request at least one month before the end of the grant, along with a revised budget and timeline of activities to the International Office at HUJI and the International Office at the University of Bonn for approval prior to expiry of the grant.

**Publications**
Any publications (e.g., abstracts, articles) or dissemination (e.g., public presentations) arising from activities supported by this Collaborative Research Grant should acknowledge financial assistance received from HUJI and the University of Bonn. Copies of publications or presentations or notification of presentations should be
submitted to the International Office at the University of Bonn and HUJI. The name for the said acknowledgment is “Collaborative Research Grant funding provided by the Hebrew University of Jerusalem and the University of Bonn.”

**Forfeiture of grants**
Grants not spent by the due date will be transferred back either to HUJI or the University of Bonn as applicable so that unspent balances can be re-allocated.

**Financial and Reporting Obligations**
Recipients will be required to submit a final report within one month of completion of the project. The report should include an outline of the outcomes of the project, an indication of the project’s possible continuation, a summary of lessons learned in undertaking the project and a detailed accounting of funds as required by University policy.

**Complete applications must be received by the deadline of September 30th, 2021. No extensions will be granted.**

**Further information**
For further information, please contact at HUJI: Alma Lessing, International Office, International Partnerships & Development, almal@savion.huji.ac.il
At the University of Bonn, please contact Dr. Christian Klöckner, Unit Partnerships and International Researchers of the International Office, c.kloeckner@uni-bonn.de.