



TÜBİTAK – THE FRENCH MINISTRY OF EUROPE AND FOREIGN AFFAIRS

PROGRAMME OF INTEGRATED ACTIONS

BOSPHORUS

Call for Proposals (CFP)

2019

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Section 1. Acronyms

IP	Intellectual Property
MRFA	Master Research Funding Agreement
PI	Principal Investigator
R&D	Research and Development
RA	Research Assistant
REG	Research Ethics Guide

Section 2. Definitions

Intellectual Property (IP): All intellectual property rights, of any kind or nature throughout the world, whether existing now or in the future, including without limitation rights with respect to (i) inventions (whether or not patentable and whether or not reduced to practice), designs, patents and patent applications; (ii) trademarks and service marks together with all goodwill associated therewith and worldwide registrations, applications and renewals related thereto; (iii) copyrights, copyrightable works (in whatever form or medium), and all registrations, applications and renewals for any of the foregoing; (iv) trade secrets, data, database rights, and confidential information; and (v) all claims, causes of action and remedies of any kind related to the foregoing.

Principal Investigator (PI): The person designated on the research proposal as a principal individual involved in the scientific development and in the execution of a project.

Researcher: The person that carries out scientific research as being a part of the project research team.

Consultant: An experienced individual that is trained to advise the research team in order to help making the best possible choices during execution of the research project. Consultants are generally considered as service providers and offer only advice or propose solutions to problems, but they do not act as principal investigator such as designing, conducting, or reporting on research. A consultant cannot have any claim on intellectual property related to the project. A consultant requires little or no guidance in providing input.

Project Incentive Premium (PIP): Payments made by TÜBİTAK to principal investigators, researchers and consultants of the accepted projects on the basis of given amount as determined by the project contract. These payments can be made only to the permanent staff of public institutions.

Research Team (RT): Composed of project members of each country's project.

Work Package: A major subdivision of work within the research project as a whole. The work package may be composed of one of several tasks (for example, project coordination, literature survey, experimental phase, data acquisition phase, data treatment of modeling phase, implementation phase, dissemination of results, and so on).

Service: Service is a cost category. A service provider is not involved in the design, conduct or reporting of research; a service provider assists the research team for a fee in providing services needed to carry out the research. Services may be purchased by either the awarded or the collaborative institution, and are auxiliary to the main object of the research project. Services usually cover specialized jobs that cannot be carried out by the research team or are employed

because it is more efficient to use the services of a specialized organization (e.g. routine analysis, consultancy, communication/outreaching activities, data purchasing and management, statistical analysis, evaluation, auditing etc.). The purchased services shall be provided by third parties contracted by the awardee or collaborative institutions and have no rights or obligations vis-à-vis TÜBİTAK and the French Ministry of Europe and Foreign Affairs.

Section 3. Call Snapshot

SCOPE			
Submission deadline	27th June 2019, 17:30		
Announcement of results	December 2019		
Anticipated project start date	Project activities can begin only after the Master Research Funding Agreement (MRFA)/Grant Agreement and other related agreements have been signed. This process can take up to 60 days from the time of the award announcement and this should be taken into consideration when preparing the application implementation timeline.		
Specific Research Priority Areas	<p>Although the Call is open to all thematic fields, there will be a special emphasis on the below research priority areas:</p> <p><u>Main thematic areas:</u></p> <ol style="list-style-type: none"> 1. Health; 2. Machinery and Manufacturing; 3. Automotive; 4. Agriculture <p>The sub-areas are provided in the 5th Section of this document.</p>		
Eligible applicant	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>For the Turkish Team</p> <p>The Principal Investigator (PI), is expected to hold a PhD degree if he/she is from the academy. If the PI is from the public or private sector, he/she must be working there full-time for at least minimum 6 months and must have a BA/BSc Degree.</p> </td> <td style="width: 50%; vertical-align: top;"> <p>For the French Team</p> <p>Please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France).</p> <p>https://www.campusfrance.org/fr/bosphore</p> </td> </tr> </table>	<p>For the Turkish Team</p> <p>The Principal Investigator (PI), is expected to hold a PhD degree if he/she is from the academy. If the PI is from the public or private sector, he/she must be working there full-time for at least minimum 6 months and must have a BA/BSc Degree.</p>	<p>For the French Team</p> <p>Please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France).</p> <p>https://www.campusfrance.org/fr/bosphore</p>
<p>For the Turkish Team</p> <p>The Principal Investigator (PI), is expected to hold a PhD degree if he/she is from the academy. If the PI is from the public or private sector, he/she must be working there full-time for at least minimum 6 months and must have a BA/BSc Degree.</p>	<p>For the French Team</p> <p>Please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France).</p> <p>https://www.campusfrance.org/fr/bosphore</p>		

Awards parameters	TÜBİTAK funds up to 720.000 Turkish Liras (excl. overhead and Project Incentive Premium (PIP)) per project.	For the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France). https://www.campusfrance.org/fr/bosphore
How to apply	For the Turkish Team Proposal submission is made through the TÜBİTAK's system (http://uidb-pbs.tubitak.gov.tr).	For the French Team Please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France). https://www.campusfrance.org/fr/bosphore
Program contact	TÜBİTAK Ayşe SAYIN ÜKE Scientific Programs Expert International Cooperation Department-Bilateral and Multilateral Relations Division TÜBİTAK Tunus Cad. No: 80 Kavaklıdere 06100 ANKARA TURKEY T +90 312 298 1795 www.tubitak.gov.tr uidb@tubitak.gov.tr	The French Ministry of Europe and Foreign Affairs Christophe DESSAUX Conseiller Adjoint de Coopération et d'Action Culturelle Institut Française de Turquie Konrad Adenauer Cad. No : 30 Sancak Mah. Yıldız 06550 T +90 312 408 8203 christophe.dessaux@diplomatie.gouv.fr

<p>Reference Documents</p>	<p>For The Turkish Team</p> <p>http://www.tubitak.gov.tr/sites/default/files/256_sayili_bk_islenmis_hali-1071-1_0.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/263_sayili_bk_islenmis_hali.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/yonetmelik_iii_2_0.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/genel_butce_kapsamindaki_kamu_idareleri_ile_ozel_butceli_idarelere_proje_karsiligi_aktarilacak_tutarlar.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/tubitak_tarafindan_ozel_kuruluslar_ve_vakif_universitelerine_proje_karsiligi_yeni.pdf</p> <p>http://tubitak.gov.tr/sites/default/files/yasal_izin_bilgi_notu_16_05_2016.pdf</p> <p>https://www.tubitak.gov.tr/tubitak_content_files/mevzuat/esaslar/ESASLAR_XI_3.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/281/ekbn_2019.pdf</p>	<p>For the French Team</p> <p>https://www.campusfrance.org/fr/bosphore</p>
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Section 4. Background

The Scientific and Technological Research Council of Turkey (TÜBİTAK) and the French Ministry of Europe and Foreign Affairs Joint Project Proposal Call has been opened within the framework of the Cooperation Protocol signed between TÜBİTAK and the French Ministry of Foreign Affairs in 2003.

The Scientific and Technological Research Council of Turkey (TÜBİTAK) is the leading agency for management, funding and conduct of research in Turkey. It was established in 1963 with a mission to advance science and technology, conduct research and support Turkish researchers. The Council is an affiliated institution for Ministry of Industry and Technology. TÜBİTAK is responsible for promoting, developing, organizing, conducting and coordinating research and development in line with national targets and priorities. In addition, TÜBİTAK carries out and monitors international scientific and technological collaboration activities with the rest of the world through Directorate for International Cooperation.

The French Ministry of Europe and Foreign Affairs has set up a number of programmes aimed at developing scientific cooperation between France and partner countries. These bilateral programmes provide funding for international mobility among researchers and encourage the emergence of new partnerships. France and its partners operate a total of 67 programmes known as the "Hubert Curien Partnerships" (PHC). Projects are selected according to criteria of scientific excellence and the complementary nature of the French and foreign teams. The involvement of young researchers and the innovative nature of the research are also taken into consideration. In most cases, calls for projects are open to all the scientific disciplines, including social and human sciences.

Section 5. Research Priority Areas of this Call

Although the Call is open to all thematic fields, there will be a special emphasis on the below research priority areas.

Main thematic areas:

1. Health; 2. Machinery and Manufacturing; 3. Automotive; 4. Agriculture

1. Sub-areas under Health:

- Drug: Innovative/Reference Drugs; Controlled/Targeted Drug Delivery Systems
- Biochemistry, genetics and molecular biology: Cancer Research; Cell Biology
- Digital Technologies in Health: E-Health Applications; Big Data and Data Analysis in Health; Artificial Intelligence Applications in Health
- Biomedical Instrument Technologies: Medical Devices Based On Information and Communication Technologies

2. Sub-areas under Machinery and Manufacturing:

- Robotics and Mechatronics
- Factory Automation Technologies
- Additive Manufacturing Technologies

3. Sub-areas under Automotive:

- Embedded Systems in Automotive Sector
- Material Technologies for Lightening in Automotive Sector

4. Sub-areas under Agriculture:

- Digital Technologies in Agriculture
- Arable and Horticultural Crops
- Animal Husbandry and Farm Diseases (excluding veterinary)

Section 6. Scope of the Call

6.1. Funding Available

Joint basic research projects will be funded within the framework of this Call.

As a rule, Turkish team, either from academy, public or private sector, which is eligible for funding can receive up to 720.000 Turkish Liras (excl. overhead and Project Incentive Premium (PIP)) of funding per proposal in total.

The French team should contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France) for funding issues.

TÜBİTAK-funded costs of each grant will be issued and managed by TÜBİTAK in accordance with its 1071 Programme's funding guidelines and procedures. Similarly the French Ministry of

Europe and Foreign Affairs (implementing institution: Campus France)-funded costs of each grant will be issued and managed by the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France) according to its funding guidelines and procedures.

Applicants need to ensure that supported elements of the proposal abide by all regulations for both funding agencies.

6.2. Duration of the Project

The duration of the projects will be up to 2 years (24 months).

Section 7. Eligibility

7.1. Eligibility of Proposal

It is a prerequisite that proposals include the participation of at least one Turkish and one French research team. Turkish research team must include one principal investigator, from academy, public or private sector and researchers from academy, public or private sector. The French research team must include one French principal investigator, who is a researcher from a research laboratory linked to a higher education institution or research institute. The institutions from private sector are allowed to be associated to the project if they are linked to an academic partner. For the details please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France): <https://www.campusfrance.org/fr/bosphore>

TÜBİTAK and the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France) will cover the costs of their respective country's teams.

7.1.1. The Turkish team must be led by a Principal Investigator (PI). Also, the French team must be led by a PI. For the Turkish team, the PI is responsible for coordinating and submitting the application form and progress report to TÜBİTAK on behalf of the team.

7.2. Eligibility for the Turkish Team

On the Turkish side, the Turkish team will be provided funding through TÜBİTAK 1071 Programme. All Turkish researchers who apply for this Programme should be registered to TÜBİTAK ARBIS (Researcher Information system) through the following link: <https://arbis.tubitak.gov.tr>

Rector, Vice Rector, Chief Physician, Deputy Chief Physician, Hospital Manager, General Manager, Assistant General Manager; if their duties continue during the application, they cannot be Principal Investigator of the project. Member of the Group Executive Committee and the Advisory Board, who is in charge of this position at TÜBİTAK, cannot serve as Principal Investigator or advisor if his duties continue during application but can serve as researchers for up to 2 projects.

7.2.1. Eligibility to Become Principal Investigator, Researcher (except researchers abroad) and Advisors:

7.2.1.1 In case of their being university staff, they must hold a PhD degree (Proficiency in art/specialty in medicine. This rule covers employees of the training and research hospitals).

- 7.2.1.2 In case of their being employed at public or private sector, they must at least have a BA/BSc Degree.
- 7.2.1.3 The PI must be employed as the permanent staff of the project proposing institution.
- 7.2.1.4 PI and researchers (except researchers abroad) must reside within the borders of Turkish Republic. A foreign national can take place in the project providing that he is employed at an institution within the borders of Turkish Republic.

7.2.2. Researchers and Advisors:

- 7.2.2.1 In case their contribution rate is below 10%, one cannot be assigned to the project as the researcher of this project.
- 7.2.2.2 To the project staff that is not in the permanent positions of public institutions, payment is allocated within the framework of '1007-TÜBİTAK Principles and Procedures for Supporting Public Institutions Research and Development Projects.'
- 7.2.2.3 In order to assign an advisor to a project, the project must have specific topics or topics that require special expertise, and this should be justified in the project proposal. The number of advisors who will be employed in a project is limited to the number of topics required for that particular project.

7.2.3. Scholarship Students:

- 7.2.3.1 "Students" who are studying their undergraduate and postgraduate education in higher education institutions in Turkey or "Research Assistants" (RA) in student status and postdoctoral researchers can take place in the project team as scholars.
- 7.2.3.2 Additional scholarships may be paid for post-graduate and post-doctoral scholars who receive full scholarships from BİDEB.
- 7.2.3.3 The sum of the additional scholarship payments to be made from the BİDEB scholarship and the project cannot exceed the determined monthly scholarship limits.
- 7.2.3.4 Participants who receive partial scholarships from BİDEB will not be awarded a scholarship from the project budget.
- 7.2.3.5 Those who receive scholarships from any project supported by TÜBİTAK cannot serve as scholars in a second publicly funded ongoing project.

Upper Limits of Scholarship

Type of Scholarship	Students not working in any organization	Students working in any organization
Undergraduate Student	750-TL/month	-----
Master Student	3.000-TL/month (In case having BİDEB scholarship, 500-TL is paid additionally)	550-TL/month
PhD Student	3.500-TL/month (In case having BİDEB scholarship, 1.000-TL is paid additionally)	650-TL/month
Post doctorate student	4.500-TL/month (In case having BİDEB scholarship, 1.500-TL is paid additionally)	-----

7.2.4. Post-Doctoral Fellowship Requirements:

- 7.2.4.1 With a PhD degree and not being affiliated to an institution,
- 7.2.4.2 Not having a title of Assoc. Prof. or over it,

7.2.4.3 The period between the date of receipt of the degree of PhD / specialization in medicine and the deadline for the application of the relevant program must not be more than 7 years.

7.3. Eligibility for the French Team

Please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France).

<https://www.campusfrance.org/fr/bosphore>

Section 8. Timeline for Submission Process

The following table shows important dates for the call.

Timeline for TÜBİTAK-Bosphorus Call for Proposals	
Description	Dates
Deadline for the online submission of the project proposal	27 th of June, 2019, 17:30
Awards Announcements	December 2019

Section 9. Budget

9.1. Grant and Effort Allocation for the Turkish Team

9.1.1 Budget items to be funded by TÜBİTAK are as follows:

- Machinery and Equipment Expenses
- Consumable Expenses
- Subcontract/Service Expenses
- Representation and Publicity Expenses
- Travel Expenses
- Scholarship Student Expenses
- Supporting Personnel Expenses

9.1.2 A balanced distribution between the project budget items is required.

9.1.3 For the academy, public or private sector, which is eligible for funding, 100% of all eligible costs (given as budget items at the Article 9.1.1 of this document) can be covered by TÜBİTAK.

9.1.4 The total budget excluding overhead and PIP cannot exceed 720.000 TL.

9.1.5 The max. amount of travel days from Turkey to France should not exceed 60 days in a year. Similarly, the max. amount of travel days from France to Turkey should not exceed 60 days in a year.

9.1.6 For the travel expenses: The Sending Party will cover the cost of international travel to the town where the joint work will be executed, the Receiving Party will meet the costs of trips within its territory, boarding and lodging of the visiting scientists.

Accordingly, the international flight ticket should be economy class ticket and the daily allowances will be:

In Turkey:

- Daily allowance including accommodation, food and internal transportation: 60 Euros/day.

In France:

- Daily allowance including accommodation, food and internal transportation: 110 Euros/day.

9.2. Grant and Effort Allocation for the French Team

Please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France). <https://www.campusfrance.org/fr/bosphore>

Section 10. Online Submission Procedures

Turkish PI will prepare their joint application in English and submit it via TÜBİTAK's online system at: **uidb-pbs.TÜBİTAK.gov.tr**

Prior to submission, Turkish team needs to be registered with TÜBİTAK's on: <https://arbis.tubitak.gov.tr/>

French PI and team should contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France) for the project submission process.

To complete the application process TÜBİTAK and the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France) might need supporting documents.

10.1. The supporting documents for the Turkish applicants are listed below:

10.1.1 For the Academy Participants:

- Ethics Committee
(https://www.tubitak.gov.tr/sites/default/files/281/ekbn_2019.pdf)
- Legal/Special Permission Documents
(https://www.tubitak.gov.tr/sites/default/files/281/yasal_izin_bilgi_notu_08_01_2019.pdf).
- Waiver Form
(https://www.tubitak.gov.tr/sites/default/files/281/feragat_formu_20190115.pdf)
- Project Proposal Change Notice Form (For the projects which are re-submitted.)
(Form created by the electronic submission system in line with the information uploaded by the PI)
- Certificate of Approval for Foreign Residents, if any, PIP paid in Turkey
- Approval of TÜBİTAK 's President (If there is any staff in the project that is affiliated with TÜBİTAK Research Institutes)

10.1.2 For the Industry Participants:

- Trade Registry Gazette
- Chamber Registration Record
- Financial Statement of the Past Year
- Signature circulars and authority document (by the firm official)
- Permission form (If the project is submitted by Technopark companies and the staff of the project is in university)

10.2. The supporting documents for the French applicants:

Please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France).

<https://www.campusfrance.org/fr/bosphore>

Section 11. Proposal Screening

All submitted proposals are subject to screening for the Turkish team by TÜBİTAK according to the national rules.

Section 12. Proposal Evaluation

12.1. Proposal Review and Ranking

The proposal is reviewed either by external reviewers or by an expert panel. The process is detailed below.

12.2. Evaluation Criteria

The proposals will be reviewed according to a certain set of evaluation criteria.

- Importance of International Collaboration
- Scientific Excellence
- Methodology
- Project Management
- Impact

Section 13. Pre-Award

Awarded proposals will go through a pre-award stage, which starts after the announcement of results, and continues for approximately eight weeks. During pre-award period, the awarded institution will be notified about the requirements (possible budget reduction, budget details, timeline changes, etc.).

During the pre-award phase, the PI needs to provide requested information related to the data management plan.

For French team, please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France).

Section 14. Research Ethics and Regulatory Requirements

For the Turkish team, please refer to the Ethics Committee Approval Document and Official Permission Document:

https://www.tubitak.gov.tr/sites/default/files/281/ekbn_2018.pdf

http://tubitak.gov.tr/sites/default/files/yasal_izin_bilgi_notu_16_05_2016.pdf

The proposed research must meet all the requirements of applicable Ministry of Public Health (MOPH) policies for the protection of human subjects from research risks, and data and safety monitoring (when applicable).

For the French team, please contact the French Ministry of Europe and Foreign Affairs (implementing institution: Campus France).

Section 15. Intellectual Property Policy

TÜBİTAK will follow the IP policy with reference to the document available at: http://www.tubitak.gov.tr/tubitak_content_files//mevzuat/esaslar/ESASLAR_XI_3.pdf