Eligibility and Compliance for GRG, GTA and Post-Doc Grants

GRG for training MSc Projects:

1. The Applicant must be a PhD holder in a relevant academic or professional field, on full-time employment in any one of the RUFORUM Member Universities. Research should be conducted in Africa and train 2 MSc students. The team should provide a 250 words capability statement in term of research experience.
2. The Principal Investigator should only apply for one grant at a time.
3. Collaborating researchers may be from government departments, local and international research centres, NGOs, private sector or other relevant institutions.
4. Research teams should have equal representation of women and men.
5. Applicants must not have pending accounting of RUFORUM funds or projects. Applicants who do not currently hold a RUFORUM Grant may be considered on a priority basis.
6. The research should be participatory and demonstrate its relevance and/or response to demand. It must have a monitoring and evaluation component and a dissemination strategy for the results of the research. This must all be specific to the particular issues being researched by the two students. The research activities for each of the two students must be separately and clearly specified.
7. There must be partnerships with other institutions, faculties and/or departments, whether local, regional or international. Partners may include private universities, government departments, local and international research centres, NGOs, community or farmer organisations, the private sector, and development agencies or other relevant institutions. Letters from each partner, indicating their role, must be submitted.
8. Only proposals that comply with the budget limit and duration of the project and are achievable within the time limit will be considered.
9. All applications must be channelled through respective University offices (usually the Deans or Principals). The Dean/ Principal is required to provide a signed covering letter (scanned copy) indicating that the proposals have undergone internal review and received approval within their respective institutions
10. The proposal should be no more than 10 pages (A4, 12-point Times New Roman, single spaced with 1-inch (2.54cm) margins on either side) and follow the proposal writing guidelines contained within the RUFORUM Competitive Grants System (CGS) Manual.

GTA Proposals:

1. The PhD scholarship applicants, should be from a RUFORUM member university, should have a primary degree (First or upper Second Class Honours), and M.Sc. in an appropriate discipline (e.g. animal science, biological science, biotechnology, etc.).

2. PhD scholarship applicants should look for a suitable PhD supervisor at RUFORUM member universities. Applicants who make it to the interview stage will need to provide

evidence indicating that they have secured a supervisor (or are in active discussion with a potential supervisor).

3. Applicants must submit a one-page letter briefly outlining the reasons for applying for this PhD and a capability statement in terms of research experience.

4. The applicant must provide a two-page CV detailing education and research experience and the names of two referees.

5. The proposal should be no more than 10 pages (A4, 12-point Times New Roman, single spaced with 1-inch (2.54cm) margins on either side) and follow the proposal writing guidelines contained within the CGS Manual

6. The successful candidate should be highly self-motivated and be prepared for laboratory and field work for sample collection, laboratory analysis related to their research, and working in a multi-cultural and interdisciplinary team.

7. They should be evidence that the sending Universities have paid their membership fee

8. GTA should be in critically identified gaps (Strong support from the University in indicating the critical gap

9. Must be a cover letter of the Authority supporting the candidature of the students.

Post-Doctoral Proposal

1. The PhD scholarship applicants, should be from a RUFORUM member university, should have a primary degree (First or upper Second Class Honours), and M.Sc. in an appropriate discipline (e.g. animal science, biological science, biotechnology, etc.).

2. PhD scholarship applicants should look for a suitable PhD supervisor at RUFORUM member universities. Applicants who make it to the interview stage will need to provide evidence indicating that they have secured a supervisor (or are in active discussion with a potential supervisor).

3. Applicants must submit a one-page letter briefly outlining the reasons for applying for this PhD, the capability statement in terms of research experience, and including the names of two referees.

4. The proposal should be no more than 10 pages (A4, 12-point Times New Roman, single spaced with 1-inch (2.54cm) margins on either side) and follow the proposal writing guidelines contained within the CGS Manual

Submission of applications

a) Applications should be done via the RUFORUM Information Management System (RIMS) http://rims2.ruforum.org/
b) Prior to submission, prepare the following items:

   (i) Register in RIMS as outlined in the below section. Only the Lead Researcher is required to register
   (a) Proposal document in a pdf file
   (b) CVs of the Lead Researcher and Co-researchers in a single pdf file
   (c) Capability statement of the Team in terms of research experiences
   (d) Cover letter supporting the application from the authorised administrative office **(For GRG for training MSc students)**
   (e) Cover letter supporting the application from the University supervisor and the authorised administrative office (For PhD Candidates)

   (ii) Budget and budget justification in Microsoft excel template provided. Eligible expenses include monthly honorarium for Investigators, student's stipend and tuition, and research stuff (materials, equipment, software, computer; and participation to conferences, project-related travel) and field expenses. Institutional overhead at a maximum rate of 5% of the total amount requested.

Time Frame

The foreseen time frame for the award process is as follows:
   i. Release date:
   ii. The deadline for receiving applications at RUFORUM Secretariat is.
   iii. Administrative check / Compliance Review and feedback to applicants by.
   iv. Review of Proposals completed by.
   v. Communication to Successful applicants by.
   vi. RUFORUM Secretariat sends out Grant Award letters by
   vii. Grant advances disbursed by
   viii. Official commencement of project implementation

1. Please complete the application online.
1. Open this website link: http://rims2.ruforum.org/
2. If you do not have an account you will be asked to register here: http://rims2.ruforum.org/contacts/register/
3. After registering successfully, you will be taken to your dashboard. What you see on your dashboard depends on the permissions that you have been assigned by the RIMS Administrator.

4. For most members of the RUFORUM network we have captured your emails in RIMS. So, the system might tell you that your account already exists. If this is the case, then follow the steps related to resetting your password or forgotten password

What to do if you have forgotten your password or need to reset your password
1. Open this website link: http://rims2.ruforum.org/
2. Instead of logging on, Click "Forgot Password"
3. You will be asked to enter your email address and then click reset password
4. The link to enable you to reset your password will be sent to your email address. Please also check for this link in your spam folder in case it is delivered to your spam. Follow the instructions to reset your password
5. Use your email and the new password to log into RIMS
6. After successfully logging on you will be taken to your dashboard. What you see on your dashboard depends on the permissions that you have been assigned by the RIMS Administrator

How to log on if you have an existing account

1. Open this website link: http://rims2.ruforum.org/
2. Click to log into RIMS by entering your email as the username and your password
After successfully logging on you will b e taken to your dashboard. What you see on your dashboard depends on the permissions that you have been assigned by the RIMS Administrator.

How to submit a fellowship grant application via RIMS
1. After successfully logging on click '**Apply for a Grant'**[1]
2. Choose correct call ID which …………………….
3. Complete the online application form.

For information

Informal contact to make enquiries about the calls (GRG, GTA and Post-Doc) is welcome to Prof. Majaliwa Mwanjalolo (m.majaliwa@ruforum.org), Mr Artur Fernando (a.fernando@ruforum.org) and or Selma Nghituwamhata (s.nghituwamhata@ruforum.org) **with a copy to cgs@ruforum.org.**

For further details, please visit the RUFORUM Website: https://www.ruforum.org

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[1] The grant will be awarded to applicants from RUFORUM member universities with no outstanding membership fees and overdue accountabilities at the time of selection

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM)