

Instructions for Supporting Research Projects

Scientific Research Support Fund/Ministry of Higher Education and Scientific Research

National Requirements

- 1) All applicants must **also** apply through Scientific Research and Innovation Supporting Fund (SRISF) at the same time.
- 2) Submission dates to SRISF will be after submission through PRIMA and will be announced soon.
- 3) All applications will be reviewed in parallel with PRIMA
- 4) Total funding for all projects will not exceed 100,000 JOD.

Procedures of Presenting and Evaluating the Proposals of Scientific Research Projects.

- 1- The Pre-Proposal shall be submitted by the principal researchers online through the official form of the Fund.
- 2- The Fund shall check the pre-proposals and classify them according to the knowledge and academic sectors, and the general manager will refer them to the specialized sectoral committees.
- 3- The specialized sectoral committees will study the pre-proposals and submit their recommendations through the official form to the general manager which will in turn be referred to the Scientific Committee.
- 4- The Fund shall inform the principal researchers of the decision of the Scientific Committee concerning the pre-proposals and in accordance with due and proper practice.
- 5- The detailed proposals of the pre-proposals nominated and agreed upon according to the form adopted for this purpose will be submitted through the public and/or private national institution in which the principal researcher works accompanied by a recommendation in which is stated the amount and extent of its contribution technically and financially to the research project.
- 6- Two hardcopies and an electronic copy on a CD or a "flash memory" shall be provided for each detailed proposal provided that is in the form of PDF+WORD.
- 7- The concerned departments at the Fund shall check the detailed proposals and the general manager will refer them to the specialized sectoral committee which will either be in electronic and/or in hardcopies.
- 8- The specialized sector committees shall prepare for each detailed proposal a list of the names of five specialized evaluators whose scientific capability is attested

- to among those working in academic and research institutions and centers inside and/or abroad the Kingdom in case this is necessary.
- 9- The chairman of the specialized sector committee may nominate one of the members of the committee to evaluate a detailed proposal of a research project in case the research project falls within his precise field of specialization.
 - 10- The general manager shall choose at least three evaluators from the list prepared for each research project, and it is admissible to send the project for the external evaluation of two evaluators at most in case this is necessary.
 - 11- The detailed proposals and the official evaluation form of the evaluators accompanied by official letters shall be sent in hard and/or electronic copies provided that the evaluation response is received by the Fund within one month from the date of the evaluators of the proposal receiving the proposal.
 - 12- After the issuance of the reports of the evaluators the concerned department head at the Scientific Research Department will register their comments in the special official form, and their reports are then referred to the specialized sectoral committee for study.
 - 13- The specialized sectoral committee will submit their recommendations to the scientific committee along with scientific justifications and reasons.
 - 14- In case the evaluation of the evaluators differs clearly and starkly then the general manager may refer the proposal to a fourth evaluator or the scientific committee shall adopt a decision in this regard.
 - 15- In case necessary, the specialized sector committee shall conduct the necessary communications and interviews with the principal researcher to perform any amendments or modifications suggested by the evaluators and/or specialized sector committee.
 - 16- In case any amendments are made, the principal researcher must send the required amendments electronically, provided that a corresponding hardcopy signed by his institution properly and duly is sent.
 - 17- The scientific committee shall study the recommendations of the specialized sectoral committees, and shall recommend to the management committee what it deems suitable concerning supporting scientific research projects.
 - 18- The General Manager may communicate with any university and/or public or private institution related to the research project to consider the possibility of applying the outputs of the research project.
 - 19- In case the outputs of the scientific research project supported by the Fund require completion of another research phase (Phase 2) then the researcher must submit through his institution a new detailed proposal without need for a pre-proposal, whereupon the evaluation procedures adopted by the Fund will come into effect.
 - 20- The management committee shall adopt the suitable decisions in light of the recommendations of the scientific committee, and the principal researcher will be informed thereof by official means irrespective of whether the decisions are negative or positive.

Standards and Mechanism of Supporting Research Projects

Standards of offering support for research projects for the year 2018 provided to the Scientific Research Support Fund:

- 1- The scientific research project shall be submitted by a principal researcher specialized in the subject of the research project whether an individual researcher or the head of a multi-disciplinary and/or institutional research team, in accordance with the official form for this purpose.
- 2- It is required for the principal researcher to be an employee of one of the public and/or private institutions in the Hashemite Kingdom of Jordan, provided that the number of Jordanian participating researchers is not less than (50%) of the research team.
- 3- It is required for the researcher to be registered in the national database of researchers in the university and the scientific centers.
- 4- It is required for the principal participating researcher(s) to possess the scientific experiences and capabilities necessary for accomplishing the research project.
- 5- It is admissible for the new researchers to apply for or participate in the scientific research projects within their field of specialization in case the published scientific research is unavailable to them.
- 6- It is permissible for distinguished researcher(s) from abroad the Kingdom to partake in the specialized research fields, in case such participation leads to technology transfer and contributes to innovation, invention and development, provided that the principal researcher provides adequate justifications that are convincing to the Fund.
- 7- It is permissible to involve full-time researchers with the approval of the board of directors and to pay them financial recompense to be determined by the board.
- 8- Preference is given to scientific research projects that are of economic or practical dividends or which could lead to patents and technological development.

Standards for the Participation of Researchers in Research Projects Supported by the Fund and their Recompense

- 1- The standards and value of the recompenses disbursed to the researcher(s) are determined based on the decision of the management committee, provided that they are at a maximum (40%) of the value of the overall funding, in case the researchers are more than three, and (30%) if they are two, and (20%) in case of a single researcher, and in all cases the financial recompense to a single person in a single year shall not exceed (20%) of his overall salary in a single year.
- 2- It is permissible to involve full time scientific researchers with approval of the management committee, and they shall be given financial recompense approved by the board.
- 3- It is admissible for the principal researcher in a research project supported by the Fund to submit a request for the funding of another one or more research project prior to the expiry of the period specified for accomplishing his first research project, provided that he had successfully completed not less than (50%) of the phases of the project being implemented.