Department of Science and Technology
Philippine Council for Industry, Energy and Emerging
Technology Research and Development
(DOST-PCIEERD)
GUIDELINES OF 2021/2022 CALL FOR PROPOSALS
For the PCIEERD CAPABILITY DEVELOPMENT PROGRAM

I. FUNDING OPPORTUNITY

The Philippine Council for Industry, Energy and Emerging Technology Research and Development (PCIEERD) of the Department of Science and Technology (DOST) is ready to accept applications/proposals under its *Human Resources Development Program (HRDP) for 2021 and Infrastructure Development Program (IDP) for 2022.* This Call for Proposals is for PCIEERD priority areas identified in the Harmonized National R&D Agenda (HNRDA) 2017-2022.

This funding opportunity encourages the a) development of Filipino research and development (R&D) capabilities in the academic and research institutions through degree programs, conduct of research activities and expert mobility in the industry, energy and emerging technology sectors in order to meet present and future human resource requirements; and b) development of research capabilities of the academic and research institutions through the development and/or upgrading of its research laborotories and facilities.

A. Scope of the Grant

I. IDP

The IDP shall cover provision of support for upgrading of research laboratories and facilities of academic and research institutions in areas within the PCIEERD sectoral priority areas or the Harmonized National R&D Agenda (HNRDA) and where there is inadequacy of research expertise and/or facilities.

The IDP shall include upgrading and/or setting up of research laboratories, purchase of laboratory equipment (including highly specialized software)/facilities and small research grants aimed at developing research capabilities.

Preference is given to the following PCIEERD Consortium member institutions located in the following regions:

1st Priority : IV-A, IV-B, X, and XI

2nd Priority: II, XIII, VI, VII and CAR

However, this should not preclude other Consortium members to submit an application.

II. HRDP

  a. Visiting Expert Program
  b. Research Attachment
  c. Laboratory and Research Equipment Grant
  d. Presentation of Scientific Outputs in Conferences, Symposia, Fora and Seminars
  e. Publication of Scientific/Research Papers in Scientific/Technical Journals
  f. Conduct of Conferences, Seminars and Workshops
  g. Researchers on Industry, Energy Emerging Technologies - Opening Opportunities for Learning (RIEETOOL)

h. Providing Resources, Opportunities and Support for Project-based PErsonnel and Researchers (PROSPPER)
i. Balik Saliksik

Preference is given to researchers and/or institutions, who are new to the R&D ecosystem.

III. Good Governance through Data Science and Decision Support System (GODDESS)

This is open to learners or participants of the Project SPARTA (Smarter Philippines through Data Analytics Research, Training and Adoption) to demonstrate the knowledge and skills gained from the data science training, specifically for the development of systems and technologies geared towards enabling LGUs and NGAs to adapt data driven governance and evidence-based management.

IV. Regional Research Institution (RRI)

This covers support for R&D to new researchers, scientists and engineers (RSEs) and new institution members of the PCIEERD Consortium to assist them in the development of research capabilities and eventually increase the available RSEs in the region.

B. Expected Outputs, Outcomes, and Potential Impact

1. Expected outputs from the projects to be funded may include any of the following:

The term "OUTPUT" means an activity, effort, and/or associated work product related to project goals and objectives that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement-funding period.

DOST 6Ps and estimated valuation as guide:

i. *Publication*- published aspect of the research, or the whole of it, in a scientific journal or conference proceeding for peer review, or in a popular form. These can be any of the following: ISI or Scopus Indexed Publication, Scopus indexed Conference full paper, Non-indexed publication, Scopus-indexed abstract

ii. *Patent/Intellectual Property*- proprietary invention or scientific process for potential future profit. Other IPs include Utility Model, Copyright (only for software), discovery of new species, plant variety protection, trademarks, copyrights and industrial designs.

iii. *Product/Process*- invention with a potential for commercialization.

iv. *People Service*- people or groups of people, who receive technical knowledge and training. These can be students who were trained or were directly involved in the project or have obtained Master's or Doctoral degree through the project, and trained personnel.

v. *Places and Partnership*- linkage forged because of the study.

vi. *Policy*- science-based policy crafted and adopted by the government or academe as a result of the study. These can be science-based national laws (executive and legislative), local government unit ordinances, and development plans.

2. Outcomes and Impact.

Outcomes and impacts are results beyond 6Ps, GAD outputs and S&T dissemination but still traceable or attributable to the project. These can be determined through an assessment three (3) to five (5) years after the project completion.

Examples of outcomes include:
i. Innovation stimulated;
ii. Technology adoption are accelerated and sustained;
iii. Improved productivity, better institutional services;
iv. Ensured resiliency to disaster risks and climate change, and;
v. More responsive environmental processes.

Impacts are measured in the following areas:
i. Economic Growth/Industry Competitiveness;
ii. Improved Environmental Condition;
iii. Socio-cultural;
iv. Policy, and;
v. Academic.

II. FUNDING AWARD INFORMATION

A. Deadline of Application/Proposal Submission

Applications/proposals using the prescribed format (DOST Form 3 – Non R&D) must be submitted in the E-proposal portal at dpmis.dost.gov.ph from **July 7 to August 6, 2021**. Documentary requirements must also be uploaded in the said portal. A notification will be issued to eligible entities whose applcations/proposals have been evaluated and preliminarily recommended for award.

A DOST-PCIEERD Project Manager will be assigned to each project proponent to provide guidance in the review/evaluation of the application/proposals. A notification will be issued to eligible entities whose applications/proposals have been evaluated and recommended for funding.

B. Commencement Period for Approved Application/Project

The target commencement period for approved grants may start on **01 September 2021 for HRDP**, subject to the availability of fund. The target commencement period may also refer to the schedule or date of the activity, e.g. date of conference or seminar/training.

III. ELIGIBILITY INFORMATION

A. Eligible Entities

Any Filipino who maybe students (undergraduate and graduate), researchers, engineers and faculty from any academic and research institution with proven competence may apply for GIA support of DOST-PCIEERD and its grant-giving units, provided that application/projects fall under the specific priority research areas with overall goal to benefit Filipinos.

B. Threshold Criteria

The following are the requirements during application/proposal submission to ensure consideration for funding:

1. Only applications/proposals from Eligible Entities that meet all of the Eligibility/ Qualification Requirements as stipulated in the *PCIEERD Administrative Order No. 2021-001 "Revised Guidelines in the Implementation of the PCIEERD Human Resources Development Program," PCIEERD Administrative Order No. 2016-028 "PCIEERD Guidelines in the Implementation of the Infrastructure Development Program," PCIEERD Administrative Order No. 2020-002 "Guidelines on the Implementation of the GODDESS Program" and DOST Guidelines for the Grants-in-aid Program of Department of Science and Technology and its Agencies.* Applicants found ineligible for funding consideration as a result of the threshold eligibility review will be notified within **15 calendar days of the ineligibility determination.**

2. Applications/Proposals to be submitted and or funded under this announcement must demonstrate the advancement of Science and Technology, alignment to government's economic policy direction and fall in any of the DOST-PCIEERD's priority sectoral coverage, as mentioned in Section 2.V of this announcement.

3. Applications/Proposals (including all supporting documents submitted) must be written in English.

4. Proposals must comply with the application/proposal submission instructions and requirements set forth in Section IV of this announcement, otherwise these proposals will be rejected.

5. Applications/Proposals must be received by the DOST-PCIEERD on or before the proposal submission deadline specified in Section II of this announcement. Applicants are responsible for ensuring that their proposals reach the DOST-PCIEERD on the set deadline of submission.

6. Proposals received after the submission deadline will be considered late and returned to the sender without further consideration unless the applicant can clearly demonstrate that lateness was due to mishandling on the part of DOST-PCIEERD.

IV. PROPOSAL AND SUBMISSION INFORMATION

A. Content of e-Proposals

a. Letter of Intent/Request and Endorsement

Together with the application/proposal, DOST-PCIEERD requires submission of a formal letter of intent/request from the applicant and an endorsement from the authorized head of organization. The authorized head of the organization will also be a principal signatory of their organization for the contract of award.

The letter of Intent/Request and Endorsement Letter should be addressed to:
DR. ENRICO C. PARINGIT
Executive Director
Philippine Council for Industry, Energy and Emerging Technology Research and Development (PCIEERD)
Department of Science and Technology (DOST)
5th Level, Science Heritage Building, DOST Compound,
Gen. Santos Ave., Bicutan, Taguig City

b. Proposal Format

Applicants shall follow the **DOST GIA Proposal Format - DOST Form 3 – Non R&D** below which will be accomplished in the e-Proposal portal at dpmis.dost.gov.ph. Instructions for submission are also available in this site. <u>R&D Format to be used if under the Balik Saliksik program.</u>

I. Project Title

    Refers to the Title of the research project or activity and also HRDP component being applied for, as identified in Section A of this announcement.

II. Project Leader- refers to applicant/proponent with contact details email/mobile number
    Agency - the Department/College/institution/organization of the Project Leader.
    Address/Telephone/Fax/Email – Contact information of the applicant/proponent

III. Cooperating Agency/ies

    May refer to the following:

    a. Host institution and/or mentor for Visiting Expert, Research Attachment/Fellowship, Laboratory and Research Equipment Grant
    b. Name of Organizer for Presentation of Scientific Outputs in Conferences, Symposia, Fora, Seminars or Conduct of Seminars, Conferences, Workshops
    c. Name of Journal for Publication of Scientific/Research Papers in Scientific/Technical Journal
    d. Training institution/Provider for RIEETOOL
    e. Delivering Institution or University to enroll for PROSPPER

IV. Implementing Agency – refers to the applicant/proponent's agency/office/employer/sending institution
    Address/Telephone/Fax/Email: Contact information

V. Project Duration
    Project Start Date / End Date

    Refers to the duration and start and end dates of the activity or project being proposed

VI. Total Project Cost

    Refers to the total proposed budget being requested. The following are the entitlements per component to be indicated Maintenance and Other Operating Expenses (MOOE) / Equipment Outlay (EO):

    <u>IDP</u>
    a. List down the equipment being proposed, may include highly specialized software
    b. Other MOOE needed for the project

    <u>HRDP</u>
    a. Visiting Expert Program

Foreign	Local
Transportation expenses (most economical and direct route)	Transportation expenses (most economical and direct route)

Honoraria of PhP10,000/day	Honorarium based on DOST DBM Joint Circular No. 1, 2013, item 5.2

b. Research Attachment

- Actual travel expenses (most direct and economical route)
- Travel insurance
- Registration/Tuition fee
- Living allowance or Daily subsistence allowance
- Laboratory fee, equipment rental, testing, consumables, printing expenses
- Honorarium for host researcher (for local research attachment)
- Medical insurance and incidental epenses (for foreign research attachment)

c. Laboratory and Equipment Research Grant

- Outright research subsidy up to Php250,000 to cover testing and analyses fees.

d. Presentation of Scientific Outputs in Conferences, Symposia, Fora and Seminars

- Registration/Conference fee
- Actual travel expenses (most direct and economical route)
- Daily subsistence allowance
- Incidental expenses for foreign

e. Publication of Scientific/Research Papers in Scientific/Technical Journals

- Registration/Publication fee

f. Conduct of Conferences, Seminars and Workshops
(Maximum grant: PhP200,000)

- Honoraria of speakers based on DOST Guidelines (TOR required)
- Transportation of speakers and local participants
- Accommodation of speakers and local participants
- Supplies and materials for the preparation of course materials
- Printing of proceedings
- Printing of promotional and informational materials
- Communication expenses
- Subscription expenses for online platform, such as zoom, etc.

g. Researchers on Industry, Energy Emerging Technologies - Opening Opportunities for Learning (RIEETOOL)

Attendance to Trainings
- Registration/Conference fee
- Actual travel expenses (most direct and economical route)
- Daily subsistence allowance
- Incidental expenses for foreign

Conduct of Group Trainings (Maximum grant: PhP500,000)
- Honoraria of speakers based on DOST Guidelines (TOR required)
- Transportation of speakers and local participants

- Accommodation of speakers and local participants
- Supplies and materials for the preparation of training materials
- Printing of proceedings or training materials
- Printing of promotional and informational materials
- Communication expenses
- Subscription expenses for online platform, such as zoom, etc.
- Representation expenses (for meals during the training)

h. Providing Resources, Opportunities and Support for Project-based PErsonnel and Researchers (PROSPPER)

- Tuition and other school fees
- Monthly stipend
- Book allowance
- Transportation allowance
- Group insurance
- Thesis/Dissertation allowance

i. Balik Saliksik Program (Maximum grant: PhP2M)
- Research grant (same as R&D)

GODDESS (Maximimum grant of PhP1M)
- Honoraria for the project team
- Communication expenses
- Subscription expenses
- Other expense items under NGAS deemed necessary for the implementation of the project
- Equipment, as needed

RRI (Maximimum grant of PhP1M)
- Research grant (same as R&D)

VII. Project Summary

a. Executive Summary - Discuss the details of your request/proposal.

b. Introduction
Briefly discuss below the details of the project or proposal, research paper for publication or presentation.
- Rationale/Significance
- Objectives
- Methodology
- Expected outputs (6Ps)
- Potential outcomes
- Potential impacts
- Target beneficiaries
- Sustainability plan
- Literature cited

c. Workplan

d. Project Management

VIII. Attachments/Supplementary Files

The following are the documents to be submitted:

a. Letter of intent/request
b. Endorsement from Head of Agency and/or University enrolled in
c. Application form (Annex A)

Additional documents per component (Select Supplementary Files)

IDP
a. Five-year research agenda/strategic plan or equivalent
b. List of existing faculty/laboratory personnel and their specialization
c. List of ongoing/completed projects in the last 5 years
d. Curriculum vitae with contact details

HRDP
a. Visiting Expert Program
   • Curriculum Vitae (CV) of the visiting expert
   • Endorsement from the head of the host/requesting institution (or at least Dean or equivalent)
   • Scheduled plan of activities
   • Terms of reference (TOR)

b. Research attachment

   ▪ Detailed research proposal with plan of activities
   ▪ Acceptance from host institution (at least Dean or equivalent)
   ▪ Curriculum Vitae (CV)

c. Laboratory and Equipment Research Grant

   • Copy of the approved Thesis / dissertation / research proposal
   • Workplan
   • Curriculum Vitae (CV) with contact details

d. Presentation of Scientific Outputs in Conferences, Seminars, Workshops and Fora
   • Formal acceptance of the paper for presentation from the organizer
   • Proof that conference is not predatory
   • Peer-reviewed full paper subject to quality review of technical division (for both paper and poster presentations) and e-copy of poster (for poster presentations)
   • Copy of evaluator's comments/review
   • Copy of conference/seminar/workshop programme
   • Curriculum Vitae (CV) with contact details

e. Publication of Scientific/Research papers in Scientific/Technical Journals

   • Certification that the same paper was not submitted for a similar grant
   • Formal acceptance of the paper for publication indicating the publication fee
   • Proof that journal is an ISI or Scopus-indexed journal
   • Peer-reviewed full paper, including abstract, subject to quality review of technical division. Reviewer's comments and evaluation must also be submitted

- Curriculum Vitae (CV) with contact details

f. Conduct of Conferences, Seminars, Workshops and Fora

- Terms of Reference (TOR) for speakers, support staff, and organizing committee
- Tentative Programs of Activities
- SEC-registration (for Scientific/Professional organizations), for first-timers
- Curriculum Vitae (CV) with contact details

g. RIEETOOL

Attendance to Trainings
- Formal acceptance and/or invitation from the host institution/training institution (at least Department Chair) or the organizer as the case may be
- Copy of training programme
- Curriculum Vitae (CV) with contact details

Conduct of Group Trainings
- Tentative Programs of Activities
- Terms of Reference (TOR) for speakers, support staff, and organizing committee (for payment of honoraria)
- SEC-registration (for Scientific/Professional organizations), for first timers
- Curriculum Vitae (CV) with contact details

h. PROSPPER

- Endorsement from the project leader of the PCIEERD-funded or – monitored project and certication that the scholarship expenses is not part of the approed project cost
- If employed, endorsement from employer indicating approval on the commitment of grantee to the scholarship grant
- Copy of contract, if employed by the project
- One-page conceptp aper on the proposed thesis/dissertation related to the R&D project
- Admission or acceptance letter from the DOST-SEI delivering institutions
- Certification from the Graduate school stating the applicant is not a ASTHRDP or ERDT grantee
- Transcript of records and diploma/certificate of completion
- Plan of study approved by the graduate school
- Curriculum vitae with contact details
- Birth certificate
- Medical certificate

i. Balik Saliksik
- Endorsment from host institution
- Curriculum vitae with contact details

j. GODDESS
- Proof of participation in Project SPARTA
- List of Project Team and involvement in the project
- Letter of commitment from cooperating partner/

k. RRI
- Letter of commitment from cooperating partner/

B. e-Proposals Submission

Applicants are required to submit proposals through the DOST *e-Proposals* **portal** before the Closing Date on **06 August 2021.** Applicants will receive automatic reply through email confirming receipt of proposals. Please be informed that DOST-PCIEERD will not accepts proposals directly submitted to PCIEERD in hard or soft copy.

C. Pre-Proposal Assistance and Communication

DOST-PCIEERD Project Managers are available to provide appropriate assistance to potential applicants interested in competing for this Call for Proposals/Applications. This may include assistance to potential applicants in determining eligibility of the applicant or the applicant's proposed project for funding, questions about administrative issues relating to the submission of a proposal, and clarifications on the announcement.

Contacts:
Human Resource and Institution Development Division
+632 8372071 to 82 local 2101; email: official_hridd@pcieerd.dost.gov.ph

Dr. Ruby Raterta
Chief SRS
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roxanne.delosreyes@pcieerd.dost.gov.ph

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Engr. Lynnel C. Olpot
SRS II
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Mr. Ruel A. Pili
SRS II
rapili@pcieerd.dost.gov.ph

V. REVIEW AND SELECTION PROCESS

All applications/proposals will be screened and evaluated by the HRIDD. Only those qualified will be endorsed to the PCIEERD Executive Director for final approval.

VI. AWARD ADMINISTRATION

A. Award Notices

Following the evaluation of proposals/applications, all applicants will be notified on the status of their proposals.

Proposal/Application Notifications.

a. DOST-PCIEERD will notify the *successful* applicant, via electronic or postal mail before **06 September 2021 for HRDP and 12 November 2021 for IDP**. The notification informs the Applicant that his/her Proposal has been successfully evaluated and recommended for award.

b. This notification is **NOT** an authorization to begin implementation. The award/approval notice signed by the DOST-PCIEERD Executive Director is the authorizing document and will be used for the execution of the project through a Memorandum of Agreement (MOA) among parties.

c. DOST-PCIEERD will also notify the *unsuccessful* applicant(s) via electronic or postal mail on or before **06 September 2021 for HRDP and 12 November 2021 for IDP**.

B. Administrative and PCIEERD GIA Policy Requirement

• The HRDP award/grant shall be governed by *PCIEERD Administrative Order No. 2021-001 "Revised Guidelines in the Implementation of the PCIEERD Human Resources Development Program"* and the *PCIEERD Administrative Order No. 2016-028 "PCIEERD Guidelines in the Implementation of the Infrastructure Development Program."*

• Reporting Requirement

Terminal and/or completion reports, liquidation/financial reports, output monitoring sheet (OMS) will be required upon completion of the activity or the grant. The said reports shall be submitted within 60 calender days after the completion of the activity or the grant. Equivalent service obligations are also required in the individual grants. Required forms are downloadable from the DOST-PCIEERD website and may be provided by the DOST-PCIEERD upon the awarding of the agreement to eligible applicants.

VII. DOST-PCIEERD CONTACT

For further inquiries, the applicant may contact:

Philippine Council for Industry, Energy and Emerging Technology Research and Development (DOST-PCIEERD)

ATTENTION:
DR. RUBY RATERTA
Chief SRS, Human Resources and Institution Development Division
4th Level Science Heritage Building
DOST Complex, Gen. Santos Ave.
Bicutan, Taguig City
ruby.raterta@pcieerd.dost.gov.ph

All questions or comments must be communicated in writing via electronic mail to the above contact person.

Timetable Activities	HRDP	IDP
Announcement of Call for Proposal/Applications	June 7-July 6, 2021	June 7-July 6, 2021
Opening of Call for Proposals/Applications	July 7, 2021	July 7, 2021
Closing Date for Submission of	August 6, 2021	August 6, 2021

Proposal		
Proposal Evaluation Period	August 7 to September 3, 2021	07 August – 29 September 2021
GC Confirmation	N/A	11 November 2021
Notification of Successful Applicants	Septmber 6, 2021	12 November 2021