INDIGENOUS KNOWLEDGE SYSTEMS

KNOWLEDGE FIELDS DEVELOPMENT (KFD)

Framework Document

19 SEPTEMBER 2012

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LIST OF ACRONYMS

1 PROGRAMME TITLE AND DESCRIPTION

1.1 Name

INDIGENOUS KNOWLEDGE SYSTEMS PROGRAMME (IKS).

1.2 Description of Programme

The intention of this programme is to promote and support research to deepen our understanding of Indigenous Knowledge Systems and its role in community life. Although both applied and basic (i.e., epistemological studies) research is encouraged, the Indigenous Knowledge Programme focuses on experimental research which will lead to technology transfer and patents (i.e. innovation and entrepreneurship). Clear evidence of active participation and equal ownership of IKS practitioners and communities in all research activities is a crucial feature of this programme. So is appropriately acknowledging those who contributed intellectually (i.e., knowledge holders/practitioners) as more than just mere subjects or informants.

The IKS Programme scope covers the following:
- IKS and Bioeconomy (African traditional medicine, food security and cosmetics);
- IKS Epistemology (Ubuntu and cosmology, taxonomies, pedagogies and methodologies);
- IKS and Climate Change;
- IKS and Energy;
- IKS Practices of Khoi, Nama, Griqua and San communities; and/or
- Novel and creative thinking that will shift the boundaries of IKS knowledge production and that address national priorities in South Africa.

The ultimate aim of the IKS Programme is to contribute to sustainable economic development of not only South Africa, but the African region as a whole. The IKS Programme achieves this goal through knowledge development and human capacity development.

2   EXECUTIVE SUMMARY

In 2001, the Indigenous Knowledge Systems (IKS) Focus Area Programme (FAP) was established with ring-fenced funding from the Department of Science and Technology (DST). The management of this IKS FAP funding was reviewed in 2004 by DST, and the panel recommended that the funding model be replaced by a new system.

The underlying principles of the revised model of IKS Programme funding would be informed by the recommendations of:
- Revamping the institutional mechanism for the management of the IKS research fund;
- Rededication to the original ideals and vision of active participation of IKS practitioners and communities in all research activities;
- A clear focus on the use of the IKS research fund for development oriented research that addresses poverty among the disadvantaged communities;
- Focus on capacity building training for black and women researchers, especially those in Historical Black Universities and former technikons, with a view to situating them in the mainstream of research on IKS and IKS-related fields;
- Establishing IKS centre(s) of excellence with the state-of-art facilities and expertise;
- Conscious departure from the tradition of favouring white institutions and researchers in IKS research;
- The necessity for the DST to prioritise the steering of the IKS National Policy through Cabinet and the drafting and enacting of a comprehensive IKS legislation that addresses recognition, development, protection, effective implementation and promotion to the best advantage of the indigenous and disadvantaged communities.

In light of these recommendations, the National Research Foundation (NRF), through its Knowledge Fields Development (KFD) Directorate, and DST's National Indigenous Knowledge Systems Office (NIKSO) agreed in 2008, to constitute an IKS Programme Management Committee (PMC). The PMC assisted in conceptualising a new and present-day IKS Programme funding. The IKS Programme is housed and managed by KFD on behalf of the DST. The first call of the redesigned programme was posted in 2009. Subsequent calls were made in 2010 and 2011.

This programme is suitable for Universities, Science Councils, non-governmental organisations, community-based organisations and any legally recognised Indigenous Knowledge holders/practitioners organisations in South Africa. Funding will only be provided by the NRF through legally binding agreements to organisations/institutions that are recognised as legal entities in South Africa and that can illustrate proof of financial accountability (e.g. financial reports). IK holders/practitioners are therefore encouraged to register or affiliate with existing organisations in their area.

The NRF closing date for all <u>validated</u> applications is 2 November 2012. Institutions must set their own internal closing date for DAs to validate applications before the closing date.

3 STRATEGIC CONTEXT

3.1 Environmental scan

Historically, the IKS Unit of the former Department of Arts, Culture, Science and Technology (DACST), pioneered the development of the IKS Policy. This policy aims to affirm, develop, promote and protect IKS in South Africa. The IKS Policy is an enabling framework to stimulate and strengthen the contribution of Indigenous Knowledge Systems to social and economic development in South Africa. In 2004, the IKS Policy was adopted by Cabinet. Subsequently, the National IKS Office (NIKSO) was established in 2006. In driving the IKS policy NIKSO has initiated a number of programmes and initiatives coordinated through three units, namely, **Knowledge Development and Innovation; Knowledge Management; and Advocacy and Policy Development.** The NRF through the KFD directorate of the Research and Innovation Support and Advancement (RISA) was re-contracted to manage the **knowledge development** (and associated human capacity) programme and initiatives of NIKSO and the IKS policy. Through its Ten Year Innovation Plan (2008-2018), the present-day Department of Science and Technology (DST), integrates IKS as a flagship programme and in doing so affirms the South African government's commitment to mainstream IKS. It is envisaged that IKS will contribute a great deal towards [among other things] sustainable economic development of not only of South Africa, but of the African region as a whole.

3.2 Objectives

The objective of the IKS Programme is to:
- Develop new epistemologies and research methodologies on IKS;
- Develop, promote and protect IK and IKS;
- Contribute towards knowledge economy ;
- Develop new technologies in line with national priorities;
- Record and document IK and IKS;
- Wealth creation and skills development/Human Capacity Development.

3.3 NRF perspective

The IKS Programme supports and promotes IKS knowledge development (i.e., research grants) and human capital development (i.e., student support). This is in line with the NRF's *Vision* 2015 which envisages the following for South Africa:
- World-class research;
- Transformed society; and
- Sustainable environment.

3.4 Institutional structure

The programme is housed in the KFD directorate and managed under the Strategic Knowledge Fields Grant Programme of the Grants Management Systems and Administration (GMSA). SKFG facilitates the realisation of the NRF's mandate to 'promote and support research and research capacity development in all fields of knowledge and technology' through grant making.

**3.5	Financing support**

The IKS Programme is made possible through the Department of Science and Technology's Ring-Fenced funding model.

**3.6	Key stakeholders**

Universities, Science Councils, non-governmental organisations, community-based organisations and any legally recognised Indigenous Knowledge holders/practitioners organisations in South Africa.

**3.7	Information sources**

- Indigenous Knowledge Systems Policy.
- Department of Science and Technology Ten-Year Innovation Plan (2008-2018).
- National Research and Development Strategy (2002).

# 4	*MODUS OPERANDI*

This 2012/13 Call for IKS proposals invites applications that address and respond to:

- IKS and Bioeconomy
    - African Traditional medicine
    - Food security
    - Cosmetics
- IKS Epistemology
    - Ubuntu and Cosmology
    - Taxonomies, pedagogies, methodologies
- IKS and Climate Change
- IKS and Energy

This call supports novel and creative thinking that will shift the boundaries of IKS knowledge production and that additionally address national priorities in South Africa. Table 1 below, shows various types of knowledge which must be taken into account when conceptualizing the knowledge production process.

Table 1:   Characteristics of knowledge along a formal–informal and a tacit–explicit gradient

	TACIT	**EXPLICIT**
FORMAL	• Private Images or photos • Unpublished models and databases • Diaries • **Public commentary**	• Peer reviewed papers, chapter or books in the scientific literature • Peer reviewed databases • **Acknowledged best practices**
INFORMAL	• Opinions • Experience • Intuition • Private beliefs and values	• Oral traditional knowledge • Communal beliefs and values • Untested scientific databases • **Established local practices**

ADOPTED FROM: FABRICIUS, C; SCHOLES, R.J. & CUNDILL, G. (2005).

In principle, but not exclusively, 80% of the available budget will be allocated to the directed themes and the remaining 20% will be allocated to applications that address novel and creative thinking should there be sufficient quality applications.

Most importantly: **without exception**, projects require joint or active participation and equal ownership between scientists and IKS knowledge holders, who must be **clearly** designated as principal investigators or co-investigators in the application. In addition, verifiable evidence, in the form of a written and signed contract or agreement, of such collaboration must be submitted along with the IKS application form

Failure to adhere to these specifications and those subsequently mentioned in this framework will automatically render the application unsuccessful.

FIGURE 1: The NRF's application, assessment and funding process for the Indigenous Knowledge Systems Programme

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┌─────────────────────────┐          ┌─────────────────────────┐
│  Call for applications   │          │     Submission of        │
│                          │  ──────► │     applications         │
│   25 September 2012      │          │                          │
│                          │          │    02 November           │
│                          │          │       2012               │
└─────────────────────────┘          └─────────────────────────┘
                                                   │
┌─────────────────────────┐                        ▼
│   Monitoring and         │          ┌─────────────────────────┐
│   evaluation by NRF      │          │    Assessment of         │
│   and NIKSO              │          │    applications by a     │
│   (Throughout the        │          │    panel as per the      │
│   funding period)        │          │    scorecard outlined    │
│                          │          │    in Table              │
│                          │          │                          │
│                          │          │   22 November 2012       │
└─────────────────────────┘          └─────────────────────────┘
          ▲                                        │
┌─────────────────────────┐          ┌─────────────────────────┐
│   Knowledge              │          │   Funding decisions      │
│   production             │  ◄────── │   and outcomes           │
│   process                │          │  12-14 December 2012     │
│   commences              │          │                          │
│                          │          │                          │
│   January 2013           │          │                          │
└─────────────────────────┘          └─────────────────────────┘
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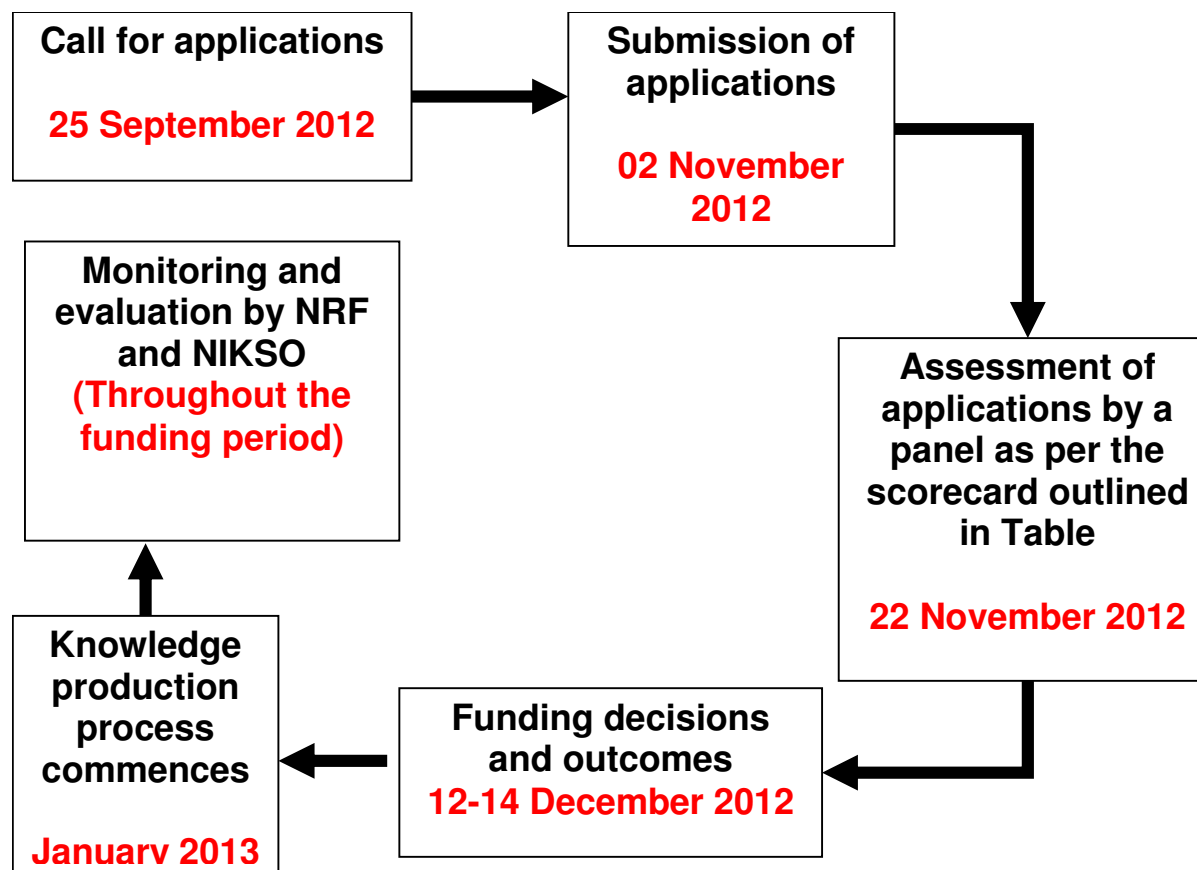
4.1   Call for proposals

All applicants based at institutions of higher learning or Science Councils, or NGO with access to the internet must submit their applications electronically via the NRF's Submission system at https://nrfsubmission.nrf.ac.za

The **NRF closing date** for endorsed applications is **2 November 2012.** All applications **must** be endorsed by the research office of the principal applicant before submission to the NRF. It is the responsibility of each applicant to familiarise themselves with the internal closing date, set by their institution in order to meet the NRF closing date.
Incomplete OR late submissions will not be accepted.

NB: Applicants must ensure that their Curriculum Vitae are updated on the NRF Submission system at https://nrfsubmission.nrf.ac.za.

All outputs that were entered by researchers on the NRF Online system were migrated to the NRF Submission system. When logging on to the NRF Submission system, researchers are requested to verify their outputs on the Landing Page by selecting the type of output under the heading "To be Reviewed" and verifying each output individually until there are none left to be reviewed.

Required documentation:

- Completed application form (in the required format).
- Letters from **all** team members (co-investigators and collaborators) confirming their participation in the proposed knowledge production process.

Applicants based at organisations/institutions that are not listed as NRF approved beneficiaries also need to provide:
- Proof of the legal status of the organisation/ institution.
- The organisation/ institution's latest approved financial and annual reports
- Applications should be sent to Jane Mabena by email to Jane@nrf.ac.za or post to Jane Mabena, NRF, PO Box 2600 Pretoria 0001/ hand delivered to CSIR South Gate, Meiring Naude Road, Brummeria, 0184.

Incomplete submissions will not be considered by the selection committee. Late applications will not be accepted.

4.2   Eligibility

This programme is suitable for Universities, Science Councils, non-governmental organisations, community-based organisations and any legally recognised Indigenous Knowledge holder/practitioner's organisations in South Africa.
Most importantly: Funding will only be provided by the NRF through legally binding agreements to organisations/institutions that are recognised as legal entities in South Africa and that can illustrate proof of financial accountability (e.g. financial reports). IK holder/practitioners are therefore encouraged to register or affiliate with existing organisations in their area.

4.3   Rules of participation

The core team consists of a principal investigator and a co-investigator(s).

In submissions where the principal investigator is an academic researcher:

a. Post-doctoral fellows, students, technical and support staff may NOT be listed as principal OR co-investigators.

b. The **PRINCIPAL INVESTIGATOR** (i.e., the applicant) must be an active academic researcher who takes intellectual responsibility for the conception of the project, its strategic decision and the communication of results. S/he will also take responsibility for managing and administering resources allocated to the project. Such a person must have the capacity to make serious commitment to the project and cannot assume the role of a supplier of resources for work that will largely be placed in the hands of others.

c. A **CO-INVESTIGATOR** is an active IKS practitioner or holder/community member who provides significant commitment, intellectual input and the relevant expertise into the design and implementation of the knowledge production process and application, and will be involved in all or at least some well-defined knowledge production activities within the scope of the proposal.

In submissions where the principal investigator is an IKS practitioner or holder/community member:

a. Post-doctoral fellows, students, technical and support staff may NOT be listed as co-investigators

b. The **PRINCIPAL INVESTIGATOR** (i.e., the applicant) must be an active IKS practitioner or holder/community member who takes intellectual responsibility for the conception of the project, its strategic decision and the communication of results. S/he will also take responsibility for managing and administering resources allocated to the project. Such as person must have the capacity to make serious commitment to the project and cannot assume the role of a supplier of resources for work that will largely be placed in the hands of others.

c. A **CO-INVESTIGATOR** is an active academic researcher who provides significant commitment, intellectual input and the relevant expertise into the design and implementation of the knowledge production process and application, and will be involved in all or at least some well-defined knowledge production activities within the scope of the proposal.

The team may also include:

<u>COLLABORATORS</u>

These are individuals or groups who are anticipated to make relatively small but meaningful contribution to the knowledge production endeavours outlined in the proposal, but who will not actively participate in the design and implementation of the proposed activities. These persons are not considered to be part of the core team.

Without exception, the following required documents MUST be submitted <u>by the application deadline date</u>:

- Completed application form (in the required format).
- Letters from **ALL** team members (co-investigators and collaborators) confirming their participation in the proposed knowledge production process.

4.4   Timelines

The IKS Programme grants will be awarded a period of three years. Successful grantees who wish to apply for further funding after the completion of a three-year funding cycle MUST submit new applications. All applications will be assessed on a competitive basis. The IKS Programme funding cannot be automatically renewed. Preferential treatment will not be given to those who have previously received NRF funding.

4.5   Management of Programme

The IKS Programme is jointly managed by KFD and NIKSO and in accordance with Figure 2.

FIGURE 2: IKS Institutional Governance and Management System
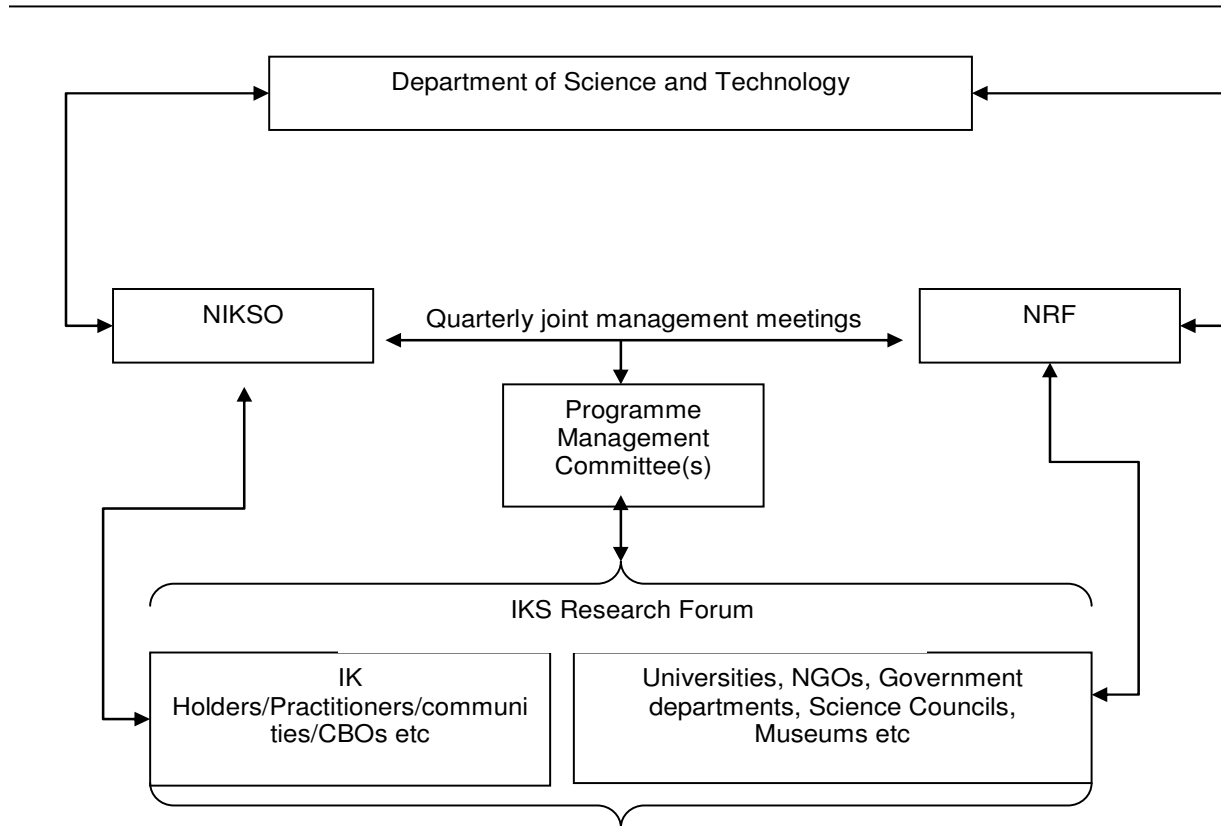
The *Knowledge Fields Development (KFD) Directorate* of the RISA-NRF hosts the Indigenous Knowledge Systems Programme and is primarily responsible for:

- Strategic oversight and management of the programme.
- Conceptualizing and developing the Programme.
- Coordinating and facilitating activities of the programme.
- Compiling programme research and evaluation reports.
- Stakeholder engagement.

The *Grant Management and Systems Administration (GMSA) Directorate* is responsible for:

- Managing review and assessment processes for the programme.
- Coordinating and facilitating the granting processes.
- Providing application assessment evaluation and feedback processes.

Programme Management Committee(s) which is:

- constituted of experts in the field of IKS research identified jointly by NIKSO and the NRF, and endorsed by DST
- Serves for a three year term of office (a minimum of 50% of the committee(s) members should be re-appointed for a second term of office)
- Is Chaired by a member identified jointly by NIKSO and the NRF, and endorsed by DST.
  PMCs are responsible for:
- Defining the scope and content of the directed calls and the overall framework of the demand-driven calls in consultation with the IKS research forum
- Assessing applications submitted in response to the open call for proposals (i.e., both the directed and demand-driven calls) and,
- Advising on the funding of these applications

In addition, other relevant experts will be invited to serve on the assessment committee if the need arises. **Criterion for how the PMC will assess submitted application is provided in Table 2 (Scorecard) of this framework document**.

4.6   Line of authority

Programme Director, in the Knowledge Fields Development Directorate manages the Knowledge Systems (IKS) Programme with the assistance of a Programme Officer. The Programme Director reports to the KFD Executive Director. A Grants Director, in the Grant Management Systems Administration manages the granting processes with the assistance of a Grant and Liaison Officers. The Grant Director reports to the Executive Director of the GMSA Directorate.

5   FINANCIALS

5.1   Funding model

The IKS Programme is made possible through ring-fenced funds from the Department of Science and Technology (DST).

5.2   Funding ranges

A minimum of R100 000 (Hundred Thousand) to a maximum of R1 000 000 (One Million) can be considered for an IKS Programme award.

5.3   Funding support

The Department of Science and Technology funds the IKS Programme on an on-going basis. This funding will be awarded to successful applicants for period of three years. Successful applicants who wish to apply for further funding after the completion of a three-year funding cycle **must** submit new applications. These applications will be assessed on a competitive basis, there is **no** automatic renewal of funding and **no** preferential treatment will be given to those who have previously received NRF funding.

5.4   Programme budget

The funding for this program originates from the Department of Science and Technology's Medium-Term Expenditure Framework (MTEF) letter.

5.5   Financial control and reporting

These grants are to be used for the purposes of IKS knowledge production under the auspices of the NRF grant and finance policies. The money is released on acceptance of the conditions of grant both by the applicant and his/her employing/affiliated institution.
The funds will be awarded against a number of items such as equipment, running costs, travel costs, student bursaries, etc. Bursaries are awarded as per the NRF rules for grant-holder linked bursaries and will require the nomination of the selected students (this can be done online at http://nrfonline.nrf.ac.za
Successful applicants will be expected to provide two written reports per annum (one progress report and one year-end report) in order for the NIKSO and the NRF to ensure that the objectives of proposed knowledge production are met. The submission of both reports and acceptable progress made are prerequisites for the release of the subsequent year's funding.

These grants will fall under the NRF audit requirements for beneficiary institutions.

6   MONITORING AND EVALUATION OF THE PROGRAMME

6.1   Reporting

The KFD Directorate writes quarterly and annual progress reports of the IKS Programme. In addition, the KFD writes up a progress review of its own Key Performance Indicators, of which an IKS progress report is part. This KFD KPI review becomes part of the NRFs Business Plan.

6.2.   Timeframes for evaluation

The IKS Programme will be monitored every three years.

6.3   Broad terms of reference for evaluation

The broad terms of reference for the evaluation of the Indigenous Knowledge Systems Programme will be jointly determined by the Knowledge Fields Development Directorate and NIKSO prior to the evaluation taking place and in accordance with the tenets set in the NRF's Monitoring and Evaluation Directorate's Handbook.

6.4   Utilisation of the results of the evaluation

The results of the evaluation will be used in line with the purpose set in the Terms of Reference for the evaluation as well as for programme improvement and development.

FOR QUERIES CONTACT	
Grant Co-ordinator:	**Programme Director:**
Name : Ms Joyce Mokono Tel : 012 481 4223 e-Mail: Joyce@nrf.ac.za	Name : Ms Jane Mabena Tel: 012 481 4067 e-Mail:Jane@nrf.ac.za

ACRONYMNS

DST -Department of Science and Technology

GMSA -Grant Management and Systems Administration

MTEF- Medium-Term Expenditure Framework

NIKSO -National Indigenous Knowledge Systems Office

PMC - Programme Management Committee

RISA -Research and Innovation Support and Advancement

TABLE 2: NRF SCORECARD FOR THE ASSESSMENT OF IKS FUNDING APPLICATIONS

Criteria	Sub-Criteria	Details	Score / 4	Weight (Total = 100%)	Weighted score (Total = 4)	Hurdle (Pass/Fail)
Entry-level hurdles Scoring: Yes = Pass (continue to next criterion) No = Fail (application not considered for funding)	Scope of the Call	As indicated in the application: Does the proposed knowledge production process clearly address at least one of the directed themes (,i.e., IKS epistemology and/or IKS Technologies)? And/Or Does the proposed knowledge production process address novel and creative thinking that will shift the boundaries of IKS knowledge production and that additionally address national priorities in South Africa?				Select either yes or no
	Application members	Does the application illustrate that there is joint and active participation and equal ownership between academic scientists and IKS holders/ practitioners/community members (either as the principal investigator or co-investigators)?				
Track record of applicant	Past students	M and D students graduated/past informal training activities		5%		
	Current students	M and D students registered/present informal training activities		5%		
	Past research/experience in IKS practice	The track records of academic applicants/teams in IKS research as well as the experience of IK holders/practitioners/community member in IKS practice will be taken into account		5%		
Proposal	Conceptual framework	How well does the application address/engage/integrate IKS concepts, approaches and methods into the proposed knowledge production process?		20%		A minimum score of 2 is needed for the application to be considered for funding.
	Knowledge production approach	How effective and appropriate is the methodological approach/ the range of methodological approaches employed in the application?		15%		A minimum score of 2 is needed for the application to be considered for funding.
	Feasibility of the proposed knowledge production	Is the work plan achievable within the timeframe and available resources? Is the relevant expertise included? Are the activities of the students/informal training recipients embedded in the work plan (if relevant)?		15%		A minimum score of 2 is needed for the application to be considered for

Criteria	Sub-Criteria	Details	Score / 4	Weight (Total = 100%)	Weighted score (Total = 4)	Hurdle (Pass/Fail)
	process	Are the roles of the IK knowledge holders/practitioners/community members in the knowledge production process clearly indicated in the application? How well does this application embed relevant and appropriate collaborators - at both an international and national level? Are the roles of these collaborators clearly indicated in the application?				funding.
Equity & redress	Of the applicant (i.e., the principal investigator)	Black, female and young (five years after the first academic appointment/initiated as an IK practitioner/recognized as an active community member). The score that will be used is as follow: Black female= 4 (including young as defined above or not) Black male, young = 3.5 Black male, not young = 3 White female, young = 2.5 White female, not young = 2 White male, young = 1.5 White male, not young = 1		10%		
	Of students supervised/informal education training recipients	Race (for South African Citizens only) and gender aspects of the recipients trained		5%		
Outcomes/ Impacts	Expected knowledge production outputs	How appropriate are the expected knowledge production outputs listed in the application? This could include publications, technical reports, performances, artifacts, processes, internet resources, other type of articles etc		5%		
	Societal impact	How does the proposed knowledge contribute to the priorities of the NIKSO which are • to design better models to actively serve the poor and • to strive for grassroots innovation and value addition on IKS for socioeconomic improvement?		5%		
	Plans for data storage, usage &/or dissemination	How well has the application provided details on the plans to provide metadata to national knowledge management systems? Please note that all projects funded through this programme will be required to link to the IKS portal which will be used for repository and retrieval of the data.		5%		A minimum score of 1 is required.

Criteria	Sub-Criteria	Details	Score / 4	Weight (Total = 100%)	Weighted score (Total = 4)	Hurdle (Pass/Fail)
Legal and Ethical considerations	Consideration of relevant national and international legislation	If relevant, have ethical considerations being addressed in terms of the relevant national and international legislations?		3%		
	Benefit-sharing Agreements	Have the appropriate benefit-sharing agreements between the relevant parties been considered?		2%		A minimum score of 2 is required (if relevant)

GRANT HOLDER-LINKED STUDENT SUPPORT

The distribution for these bursaries is targeted at the ratios stipulated below:

- Final year Undergraduate and Honours/BTech student assistantships: 100% SA citizens with a minimum ratio[1] of 1:1 for Black[2] and White participants, female, disabled
- Masters bursaries: 90% to South Africans and 10% to candidates from other African countries
- Doctoral bursaries: 80:15:5, SA: Other African: Rest of the World
- Postdoctoral bursaries: Open to all who undertake research in South Africa.

Values of Student Assistantships
- Final year undergraduate (Full-time) R 25 000 pa
- Honours / BTech (Full-time) R 35 000 pa

Values of Bursaries & Fellowships
- Master's degree (Full-time) R60 000 pa
- Master's degree (Part-time) R30 000 pa
- Doctoral degree (Full-time) R90 000 pa
- Doctoral degree (Part-time) R45 000 pa
- Postdoctoral (*pro rata* per month to a maximum of R160 000 pa)

KNOWLEDGE PRODUCTION-RELATED OPERATING COSTS

These costs include materials and supplies, travel (including conferences) and subsistence, equipment and technical/*ad hoc* assistance and sabbaticals to other organizations and institutions of higher learning may be included within the context of the project application. These costs should be justified and commensurate with the planned outputs, as they will be assessed on the criteria provided in the framework/guide. The amount awarded within this framework can be used at the discretion of the applicant.

General guidelines

Sabbaticals

Sabbaticals will be considered for a period from two to six months. The maximum sabbatical amount requested should not exceed R 80,000 for six months. Funding for sabbaticals of less than six months will be reduced pro-rata. Only principal investigators and co-investigators are eligible to apply for

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[1] With emphasis on Black students.

[2] The classification "Black" is a generic term which refers to all individuals previously disadvantaged by the pre-1994 dispensation

sabbatical funding. It is strongly recommended that recipients use the funds allocated during sabbaticals towards IKS project related activities and work.

Materials and Supplies

Generally (except if central to the knowledge production process itself or if the knowledge producers are based at organizations/ institutions which are not state funded), the NRF does not provide financial support for:
- Basic work equipment including computers and consumables
- Basic work supplies including stationery, photocopying costs, printing costs
- Journal publication costs, journal subscription costs, book costs.
- Telephone, fax and internet costs

Travel and subsistence
- International conference attendance: Generally the NRF restricts this amount to R25, 000 per person to a maximum of R50, 000 per application per year for a team proposali.e., for principal investigators and co-investigators (local only). The NRF does not pay for students to attend international conferences.
- International visits: These will be considered on a case by case basis. Such visits must be integral to the knowledge production plan and strong motivations should accompany these requests. Realistic funding allocations will be based on the requested activities. Only outgoing visits will be considered depending on the availability of funding.
- Local conference attendance: Generally the NRF restricts expenditure against this item to R4000 per person (all costs). Support for local conference attendance could be requested for all listed co-investigators and post-graduate students. The applicant should motivate for:
  - o the benefits to attend more than one local conference per annum if so requested
  - o The number of people that should be funded to attend local conferences.
- Local travel: The NRF does not stipulate any rate for mileage as this will depend on the rate which varies per institution/organisation. Applicants are requested to provide details of this rate as well as the estimated distance to be travelled within the given year.
- Local accommodation costs should not exceed R500 per night per person.

Technical / *Ad hoc* Assistants
- This programme does not provide funding for the salaries of the team members if they are based at organisations/institutions where the salaries are state funded. In cases where the salaries are not state funded, the total salary amount for all team members will be limited to up to 20% of the overall grant amount. A strong motivation for the salary component must accompany the request.
- Payment *in lieu* of community participation will be considered.
- Requests for technical/*ad hoc* assistance should be treated with caution. Generally the NRF would encourage applicants to engage students to undertake the knowledge production rather than employing consultants. This guideline however does not apply when specific and/or highly specialized technical expertise is required. This should be CLEARLY motivated for in the proposal.
- **Administrative assistance does not qualify under this category.**

STAFF DEVELOPMENT GRANTS

Applicants may apply for Staff Development grants for South African staff members at their own and other institutions, and who are not NRF grant-holders in their own right. These staff members must be registered for either a Masters or Doctoral degree supervised by the applicant or a co-investigator of the application and must be directly involved in the NRF approved project. These grants can be used to contribute towards the operating costs for the staff members and for tuition fees. Funding requests should range between R30 000 and R45 000 depending on the nature of the motivation provided in the application. Applicants themselves are **not** eligible for Staff Development Grants. The maximum period of support is three years for a Master's degree and five years for a Doctoral degree.

FUNDING TO CATER FOR DISABILITIES

Additional funding support to cater for disability will only be allocated to people with disabilities as specified in the Code of Good Practice on Employment of People with Disabilities as in the Employment Equity Act No 55 of 1998.

REFERENCES:

Fabricius, C., Scholes, R.J., and Cundill, G. (2005). Mobilising knowledge for integrated ecosystem assessments. Chapter 9 In: Reid Et Al. (EDS). Bringing scales and knowledge systems: Concepts and applications in ecosystem assessment. Island Press.