##### Global Research Laboratory (GRL) Program

###### - Proposal Guidelines and Application Forms-

**March 2013**

**Ministry of Education, Science and Technology (MEST)**

**National Research Foundation of Korea (NRF)**

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**1. Guidelines for Information**

**1.1 Program Outline**

The Global Research Laboratory (GRL) program has been designed to promote international collaborative research between Korean and foreign laboratories. A proposal submitted for the GRL program should address a research topic which requires Korean and foreign research partners to engage in close collaboration for the attainment of significant scientific and technological goals.

**1.2 Eligibility**

Any research center, research laboratory or research group of an organization or institution may apply to the GRL program according to Article 14 of the Development of and support for basic science research and technology Act(기초연구진흥 및 기술개발지원에 관한 법률 14조). GRL candidate labs are expected to be equipped with outstanding research capabilities in the relevant research fields as well as a strong network for collaborative research with foreign research centers and laboratories.

**1.3 Korean Principal Investigator (KPI)**

The Korean Principal Investigator (KPI) is the director of the relevant GRL project and serves as its official representative. The KPI is responsible for the management of the GRL project and for setting the project’s organizational structure.

**1.4 Korean Research Lab (KRL)**

The Korean research lab (KRL) is the research lab in Korea that participates in the GRL project.

**1.5 Foreign Principal Investigator (FPI)**

The Foreign Principal Investigator (FPI) is the principal foreign partner who cooperates with the KPI and represents the foreign research lab. The FPI is expected to provide his/her own funding from governmental and other sources from his/her country (matching funds), although securing such matching funding is not a requirement for applying to the GRL program.

**1.6 Foreign Research Lab (FRL)**

The foreign research lab (FRL) is the research lab in the relevant foreign country that participates in the GRL project.

**1.7 Host Institution**

The organization or institution with which the KPI is affiliated shall be the host institution. The GRL project may involve more than one Korean, foreign, or multinational organization or institution, but a single Korean institution must serve as the host institution and accept overall management responsibility.

**1.8 Preliminary Proposal and Full Proposal**

All applicants must submit a preliminary proposal by the date specified in the call for proposals. ***Preliminary proposals should not exceed 5 pages. (excluding cover-sheet and attachments)***

Only those applicants who successfully pass the first phase of the evaluation process are entitled to prepare full proposals. ***Full proposals should not exceed 30 pages without the cover-sheet.***

**1.9 Evaluation**

The evaluation procedure is composed of two-stages. The first stage is a written evaluation conducted among a panel of experts from the particular technology field. The second stage is a presentation review where proposals are evaluated in accordance with the joint presentations given by both the KPI and FPI.

In case a FPI is unable to present during the second-stage presentation review due to unforeseen circumstances, a Sub-Foreign Principal Investigator (Sub-FPI) may present in the FPI’s stead.

If a project of which a Sub-FPI participated in has been finally selected, the FPI must visit Korea, within 2 months after the final selection, for a separate interview to confirm his or her participation and role as the FPI in the GRL program. If the FPI fails to appear at the interview, the selected project will be dismissed.

**1.10 Funding Term**

The maximum funding term is **6 years (3+3years).**

Applicants may apply for projects with a full time year project terms

**1.11 Project Funding**

KPI may request an annual budget of **up to KRW 500,000,000** for a GRL project.  The requested budget shall be subject to adjustment based on the nature of the research activities, scope of research, attributes of the research topic, and the availability of funds.

The GRL funding budget may be shared with the FPI under the accountability of the KPI. The FPI must include the research and budget plan in the full proposal, as well as participate in the second evaluation and give a presentation on the research and budget plan. When selected after the GRL final selection process, a cooperation agreement must be concluded between the KPI and the FPI.

Prior to the end of each research year, the KPI must submit to NRF the research outcome report, research plan and budget report of the FPI.

**1.12 Application Form**

Proposals should be prepared and submitted in accordance with the instructions set out in this guideline, the “**Global Research Laboratory (GRL) - Proposal Guidelines**.” The complete guideline is available electronically on the NRF Website at:

[**http://www.nrf.re.kr**](http://www.nrf.re.kr) **(사업안내→전체사업목록→국제협력사업→국제공동연구사업→글로벌연구실→공지사항)**

**1.13 Layout of the Preliminary/Full Proposal**

* Use 12-point Times New Roman type, printed on A4 paper with “1cm” margins all around.
* Use single-spacing between the sentences throughout the document.
* Number every page including tables, appendices, etc.
* All figures and tables must be numbered in the sequence in which they appear

in the proposal and an informative title must be included below each figure and table.

* Layout of the cover sheet(Part I. General Information) is flexible (DO NOT Exceed 1 page)

**1.14 Proposal**

Proposal for GRL program is composed of three steps both for preliminary and full proposal.

* **1st step**

All participants **(KPI and FPI ONLY for preliminary proposal)** must fill out and check their personal information at **www.kri.go.kr**

* **2nd step**

Enter personal and project information and upload the application form and scanned consent to collect, use and disclose personal information form for all participants **(KPI and FPI ONLY for preliminary proposal)** at **ernd.nrf.re.kr**

* **3rd step**

Research manager of KPI’s institution should review and confirm all data and procedures at **ernd.nrf.re.kr**

Procedure and timeline

* Public call for preliminary proposal : March 14, 2013
* Preliminary proposal submission : April 2 to April 18, 2013 (by 18:00)

Online submission website: http://ernd.nrf.re.kr

* First evaluation of preliminary proposal: 3rd week of May, 2013
* Call for full proposal : May 2013
* Full proposal submission: June 2013

Online submission website: http://ernd.nrf.re.kr

* Second evaluation of full proposal: July 2013
* **Beginning of the GRL project: August 1**st**, 2013**

※ Selected projects can be asked to submit separated forms in Korean for the contract.

**1.15 Contact Information**

For further information, please contact as below:

**<For GRL program>**

Chang Won, Kang : Ministry of Education, Science and Technology (MEST)

Tel) (+82) 02-2100-6754 / 6756 E-mail) cwkang@mest.go.kr

Seong Gu, Moon : National Research Foundation of Korea (NRF)

Tel) (+82) 02-3460-5629 / 5632 E-mail) slowbomb@nrf.re.kr

**<For Online submission website system>**

NRF Help Desk Tel) (+82) 1544-6118 / (+82) 042-869-6704

**2. Guidelines for the Preliminary Proposal**

**2.1 General Information**

2.1.1 Project Title

Enter a brief descriptive title of the project within a 200- character limit in English and Korean.

2.1.2 Research Code Number

Enter the research area code selected from the list of 7 research areas shown in the call for proposals.

ex) **2013-X**

|  |
| --- |
| **2013년도 GRL 신규과제 대상 기술분야** |
| **2013-1 : Brain Science Research and Brain Disease Diagnosis and Treatment Technology**  **(뇌과학 연구 및 뇌질환 진단ㆍ치료 기술)**  **2013-2 : Atmospheric Environmental Improvement Technology**  **(지구 대기환경 개선기술)**  **2013-3 : Water Quality Management and Water Resources Protection Technology**  **(수질관리 및 수자원 보호기술)**  **2013-4 : Drug Delivery Technology**  **(약물전달기술)**  **2013-5 : Nano-based Functional Materials Technology**  **(나노기반 기능성 소재기술)**  **2013-6 : Conservation of Marine Resources and Utilization Technology of Marine Biotechnology**  **(해양생물자원보존 및 해양생명공학이용기술)**  **2013-7 : Resource Recycling and Waste Safe Treatment Technology**  **(자원순환 및 폐기물 안전처리 기술)** |

2.1.3 Sub-Research Field

Write a brief description of the sub-research field which corresponds to your research area.

2.1.4 Research Duration

**The beginning of the GRL project is August 1, 2013.**

Enter the estimated duration of the project in years. Additionally, indicate both the start and end dates of the project, using the following format: YYYYMMDD.

2.1.5 Applicants Information

Enter all items in both the KPI and FPI columns. Names should be in the following order: last name, first name. In the telephone column, enter both the office and mobile phone numbers.

In the case there is more than 1 FPI, you can adjust the formatting of the cover-sheet and charts as long as the contents remain within the 1 page limit.

2.1.6 Budget Description

Enter the estimated annual budget and the total budget requested for the entire project period.

If the FPI requests for GRL budget, the KPI must indicate, in the budget description section, the requested budget by the FPI within the relevant year.

If the FPI has offered to provide additional funding(matching fund) for the GRL proposed research, the KPI should submit relevant documentation certifying the availability of such financial resources (e.g. MoUs, LOIs, etc.).

All costs must be quoted in KRW, except for matching fund by FPI

2.1.7 Number of Participants

Enter the total number of proposed participants in the Korean and foreign research lab who will be directly involved in the GRL project. (채용예정 연구원도 포함됨)

2.1.8 Authentication and Commitment

The proposal for the GRL project must be signed by both the KPI and FPI as well as the authorized representative of the host institution. In consideration of the geographical distance and time difference, the FPI’s signature may be attached in PDF-format or on a faxed document to the proposal.

**2.2 Contents of the Preliminary Proposal**

For the evaluation of your application, please complete all parts of this section in full detail. Proposals should be written in an informative yet concise manner in order to give the reviewers a good basis for a measured and appropriate evaluation.

Please provide the following information with regard to your proposal:

* + 1. Research Plan: Include goals/objectives, relevance to the GRL program, research schedule, international collaborative research promotion system (organization, member, method), expected research outcome stage by stage, obtaining ways of original technology etc
    2. Status (competency) of the Korean research lab: Include key research performance of the KPI, core competency of the lab, research manpower, research facilities/equipment, research accomplishments and capacity, consortium in Korea, cooperation with industry, etc.
    3. Status (competency) of the foreign research lab: Include key research performance of the FPI, status of the FPI in the national and international S&T community, core competency of the lab, research manpower, research facilities/equipment, research accomplishments and capacity, key technologies, etc.
    4. Relationship between the Korean and foreign research labs: Include background and history of cooperation, exchange of researchers, joint research results, existing collaborative projects, complementary expertise between the Korean and foreign research labs, future collaboration, etc.
    5. Others: Include necessity and appropriateness of international collaborative research about research subject, contribution of qualitative level enhancement of research field through research performance. any information which might be helpful for the evaluation.

**2.3 Attachments**

2.3.1-i) and 2.3.2-i): Summary **a maximum of two major research outputs** that demonstrate that the applicant’s core technology or expertise is globally competitive. **Scan and attach documentation** as evidence.

The attachments can be a list of papers and/or patents generated during **the last three years** **(2010.4.1~2013.3.31).** KPIs and FPIs should submit the same list of papers and patents they used for their preliminary proposals. The format, such as font size and charts, of the attachments is flexible.

While the preliminary proposal should not exceed 5 pages, ‘Part I. General Information’ and ‘Part III. Attachments’ does not have a page limit.

**GLOBAL RESEARCH LAB. PROGRAM 2013 - Preliminary Proposal**

**- 5page Max. without Part I and PartⅢ-**

**Part I. General Information (Cover Sheet)**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Project Title(in English): |  | | |
| (in Korean): |  | | |
| 2. Research Code Number | 2013-X | 3. Sub-Research  Field | 연구핵심어 입력 |
| 4. Research Duration | From(20130801) To(20190731) ( 6Years) |

5. Applicant Information

|  |  |  |  |
| --- | --- | --- | --- |
| Korean Principal Investigator (KPI) | | Foreign Principal Investigator (FPI) | |
| Full Name  (in Korean, in English)(age) | 홍길동 (만49)  Gildong Hong | Full Name(age) |  |
| Nationality |  | Nationality |  |
| Affiliation  (department) |  | Affiliation (department) |  |
| Position |  | Position |  |
| Telephone | (Office)  (Mobile) | Telephone | (Office)  (Mobile) |
| Fax |  | Fax |  |
| E-mail |  | E-mail |  |
| Address |  | Address |  |

6. Budget Description

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Requested Budget by KPI | | Requested Budget by FPI | | Total budget for GRL | Matching Funds by FPI |
| 1st year(2013) | OOO 백만원 | 1st year(2013) | OOO 백만원 | OOO 백만원 | OOO USD |
| 2nd year(2014) | OOO 백만원 | 2nd year(2014) | OOO 백만원 | OOO 백만원 | OOO USD |
| 3rd year(2015) | OOO 백만원 | 3rd year(2015) | OOO 백만원 | OOO 백만원 | OOO USD |
| 4th year(2016) | OOO 백만원 | 4th year(2016) | OOO 백만원 | OOO 백만원 | OOO USD |
| 5th year(2017) | OOO 백만원 | 5th year(2017) | OOO 백만원 | OOO 백만원 | OOO USD |
| 6th year(2018) | OOO 백만원 | 6th year(2018) | OOO 백만원 | OOO 백만원 | OOO USD |
| Total | OOO 백만원 | Total | OOO 백만원 | OOO 백만원 | OOO USD |

Note : Matching Funds by FPI가 있을 경우 반드시 이를 증명할 MoUs, LoIs 등PartⅢ-5에 첨부

7. Number of Participants

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | PI  (연구책임자) | Researcher(참여연구원) | | | | | | Assistant  /Staff | Total |
| Prof. | Principal | Senior | Post-Doc. | Ph.D.  Course | Master  Course |
| Korean Research Lab | 주관연구책임자 | 교수급 | 책임급 | 선임급 | 박사후  연구원 | 박사과정 | 석사과정 | 행정원  학사학생 |  |
| Foreign Research Lab |  |  |  |  |  |  |  |  |  |

8. Authentication and Commitment

|  |
| --- |
| I am hereby aware that this proposal is submitted for consideration for inclusion in the GRL program. I will faithfully observe and conduct research in accordance with the National Research and Development Management Regulations. |
| Signature of the Korean Principal Investigator (KPI):  Name: signature: (필수사항, 서명 이미지파일jpg 등 붙여넣기) date: YYYY.MM.DD |
| Signature of the Foreign Principal Investigator (FPI):  Name: signature: (필수사항, 서명 이미지파일jpg 등 붙여넣기) date: YYYY.MM.DD |
| Signature of the Host Institution Representative (Korean side only): 대학교의 산학협력단장, 연구소의 연구처장 등  Name: position: signature: (필수사항, 서명 이미지파일jpg 등 붙여넣기) date: YYYY.MM.DD |

**Part II. Contents of the Preliminary Proposal**

The project description should include:

1. Research plan (including goals and objectives)
2. Status (Competency) of the Korean research lab
3. Status (Competency) of the foreign research lab
4. Relationship between the Korean and foreign research lab
5. Others

**PartⅢ. Attachments**

**1**. Research Outputs of the KPI

i) Summary of select, representative research outputs (Less 2 cases, DO NOT exceed 1 page)

|  |  |  |  |
| --- | --- | --- | --- |
| Article/Patent Title |  | | |
| Country |  | Date | YYYY.MM |
| Person |  | | |
| Note: Summarize the essential points – content, benefits(S&T, Social, economic, etc.), and other features(repute of journal, impact factor, citations, quotation, etc.)- of the proposed research project to facilitate the evaluation of the quality of the papers and patents. | | | |
| Article/Patent Title |  | | |
| Country |  | Date | YYYY.MM |
| Person |  | | |
|  | | | |

Note : Attach related documents (scan) to certify the above at 4-1.

ii) Publications in International Journals (for the last three years: **2010.4.1~2013.3.31**)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Publication year | Title | Author | | | Journal  (ISSN No.) | Vol/Page | SCI  (O/X) | Impact   factor |
| First  Author | Corresponding Author | Co-Author |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Note : Please write ***the KPI’s name in bold letters***. (This Note may be deleted in the proposal.)

iii) List of Patents (for the last three years: **2010.4.1~2013.3.31**)

**2.** Research Outputs of the FPI

i) Summary of select, representative research outputs (Less 2 cases, DO NOT exceed 1 page)

|  |  |  |  |
| --- | --- | --- | --- |
| Article/Patent Title |  | | |
| Country |  | Date | YYYY.MM |
| Person |  | | |
| Note: Summarize the essential points – content, benefits(S&T, Social, economic, etc.), and other features(repute of journal, impact factor, citations, quotation, etc.)- of the proposed research project to facilitate the evaluation of the quality of the papers and patents. | | | |
| Article/Patent Title |  | | |
| Country |  | Date | YYYY.MM |
| Person |  | | |
|  | | | |

Note : Attach related documents (scan) to certify the above at 4-2.

ii) Publications in International Journals (for the last threeyears: **2010.4.1~2013.3.31**)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Publication year | Title | Author | | | Journal  (ISSN No.) | Vol/Page | SCI  (O/X) | Impact   factor |
| First  Author | Corresponding Author | Co-Author |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Note : Please write ***the FPI’s name******in bold letters***. (This Note may be deleted in the proposal.)

iii) List of Patents (for the last threeyears: **2010.4.1~2013.3.31**)

**3.** Project Summary (Korean)

Note : The summary should *not* ***exceed 1 page***. (This Note may be deleted in the proposal.)

|  |
| --- |
| **한글로 연구내용에 대해서 간략히 서술(글씨크기 11 point)** |

**4-1. Research outputs of the KPI**

Note : Attach related documents (scan) to certify the summary of research outputs of the KPI [**PartⅢ-1-** i].

**4-2. Research outputs of the FPI**

Note : Attach related documents (scan) to certify the summary of research outputs of the FPI [**PartⅢ-2-** i].

**5.** MoUs / LoIs

Note : If the FPI has offered to provide additional funding(matching fund) for the GRL proposed research, the KPI should submit relevant documentation certifying the availability of such financial resources (e.g. MoUs, LOIs, etc.). (This Note may be deleted in the proposal.)

**글로벌연구실사업 예비계획서 PART**Ⅱ 작성안내(한글)

1. Research plan (including goals and objectives)

*연구 추진과 관련된 전반적 계획을 기술합니다. 본 장에서는 ‘****연구목표’, ‘연구방법’, ‘연차 및 단계별 추진계획’, ‘조직ㆍ인원을 포함한 추진체계’, ‘연차 및 단계별 기대성과와 최종성과(단계별 성과와 최종성과의 연관관계 포함)’, ‘핵심원천기술확보방안’ 등****을 반드시 포함하여야 합니다.*

1. Status (Competency) of the Korean research lab

*국내 단위연구조직(연구실)의 주요 성과를 기술합니다. 본 장에서는 단위 연구조직의 최근 ‘****연구 성과’, ‘연구 역량’, ‘향후 비전’ 등****을 포함하여야 합니다.*

1. Status (Competency) of the foreign research lab

*해외 단위연구조직(연구실)의 주요 성과를 기술합니다. 본 장에서는 단위 연구조직의 최근 ‘****연구 성과’, ‘연구 역량’, ‘향후 비전’ 등****을 반드시 포함하여야 합니다.*

1. Relationship between the Korean and foreign research lab

*국내외 단위연구조직의 교류 실적 및 계획을 기술합니다. 본 장에서는 연구주제에 대한*  ***‘국내 및 해외연구실간 연구교류ㆍ인적자원 교류ㆍ공동연구수행 등 그간의 교류 실적’, ‘연구추진 시 국내외 조직(연구책임자 포함)의 역할 분담 계획’, ‘상호간 기술ㆍ인력ㆍ장비 등 자원활용계획’, ‘향후 공동발전 계획’ 등****을 포함하여야 합니다.*

1. Others

*상기 항목 외 기타 사항을 기술합니다. 본 장에서는 ‘****연구주제에 대한 국제공동연구 필요성과 당위성’, ‘연구수행을 통한 연구 분야의 국내외 질적 수준 제고 기여도’ 등을*** *반드시 포함하여야 합니다.*

**3. Guidelines for the Full Proposal**

* 1. **General information**

Please refer to the Guidelines for the Preliminary Proposal in Chapter 2.

**3.2 Research Content**

For the evaluation of your application, please complete all parts of this section in full detail. Proposals should be written in an informative yet concise manner in order to give the reviewers a good basis for a measured and appropriate evaluation.

3.2.1 Summary of Proposal

Fill in the Table ‘Summary of Proposal’.

3.2.2 Research Plan

Please provide the requested information in the following sequence:

1. Research Background
2. Vision
3. Goals/Objectives, Significance
4. Methods
5. Research Structure

With regard to the research structure addressed above, it should include the following items:

ⅰ) Framework of the Research Project

* Draw the structure of GRL project teams and the division of roles between the KRL and FRL.

ⅱ) Division of Roles between the KRL and FRL

ⅲ) Work Plan

* Research schedule and plan to exchange researchers and information; to share funding; and to carry out the project jointly and share the research outputs

ⅳ) Development and utilization of human resources

ⅴ) Others

3.2.3 Research Performance and Outputs of the KPI and FPI

a. Research Performance of the KPI

Please provide information on the research performance of the KPI and his/her **key achievements for the last three years including ongoing projects.**

b. Research Outputs of the KPI

The format, such as font size and charts, of the publications is flexible.

c. Research Performance (Career) of the FPI

Please provide information on the research performance (Career) of the FPI and his/her **key achievements for the last three years.**

d. Research Outputs of the FPI

The format, such as font size and charts, of the publications is flexible.

3.2.4 Status (Competency) of the Korean and Foreign Research Lab

The status (competency) of the Korean and foreign research lab should be described under this section.

Your proposal should include the following information about both the Korean and foreign research labs:

1. Participating researchers
2. Research performance of the lab
3. Research facilities and equipment
4. Key technologies of the lab
5. Networking with national and international S&T communities
6. Collaboration with industries
7. Cultivation of researchers
8. Others

3.2.5 Relationship between the Korean and Foreign Research Lab

The project should entail research activities that: depend on intellectual collaboration with foreign partners; include significant and specific contributions (e.g., expertise, facilities, sites, data, different approaches/methods/models, educational opportunities, funding, etc.) from foreign partners; and that utilize the diverse capabilities of the participating organizations/institutions.  Applicants are encouraged to describe how the partnership will contribute to creating a hub of international collaboration with tangible research outcomes.

Please include the following items in this section:

a. Background and history of research cooperation between the Korean

and foreign lab

b. Exchange of researchers

c. Results of information exchange

d. Results of joint research between the two labs

e. Results of holding joint seminars/symposia/workshops

f. Development plan of the Korean and foreign lab

g. Others

With regard to the development plan of the Korean and foreign research lab addressed above, the proposal should describe in detail the common research objectives, components and their integration, the complementary expertise and future collaboration plan of the participating research labs from both countries.

3.2.6 Organizational Structure of the GRL Project

It is the KPI’s responsibility to establish an organizational structure for the GRL project. Please give details of the organizational concept, such as how and by whom the project will be organized; how the project participants will be integrated into the organization; and how the funds will be used.

3.2.7 Potential for the Achievement of the Goals and Objectives

Please indicate the potential for success of the project in this section.

Please provide the following information in detail:

a. Current status of the targeted technology in Korea

b. Status of the targeted technology abroad

c. Project management and coordination of technological activities for the success of the project

d. Others

3.2.8 Contribution to the Development of Global S&T

Please state how you expect the research results to contribute to society, industry and international S&T communities.

**3.3 Budget Plan**

The GRL funding budget may be shared with the FPI under the accountability of the KPI. The FPI must include the research and budget plan in the full proposal, as well as participate in the second evaluation and give a presentation on the research and budget plan. When selected after the GRL final selection process, a cooperation agreement must be concluded between the KPI and the FPI.

Prior to the end of each research year, the KPI must submit to NRF the research outcome report, research plan and budget report of the FPI.

Enter the estimated annual budget and the total budget requested for the entire project period.

Applicants should provide an overview of the proposed research budget and budget details for the project. The principal cost includes labor costs, direct costs, consigned research and indirect costs. If you have consigned research, fill in the ‘Consigned Budget Table’. (This table may be deleted in the proposal, if you do not need). However, FPI cannot apply for a cosigned budget.

Please attach information regarding complementary funding available from Korean industries or financial contributions from the FPI/ foreign research lab (existing funds or requested funds from national sources).

All amounts must be given in KRW.

**3.4 Authentication and Commitment**

Please state if you have submitted the identical proposal elsewhere and if so, please provide information in detail. Otherwise, you must certify as follows:

**“No funding proposal for this GRL project has been made elsewhere. If any such proposal should be submitted, MEST will be informed immediately.”**

**3.5 Letter of Intent, etc.**

Signed document such as Letter of Intent (LOI) or Memorandum of Understanding (MOU) in support of the planned GRL project from the relevant Korean and foreign partner institution/organization with which the KPI and FPI are affiliated, respectively, **must be provided.**

**3.6 References**

Please list the references relevant to the proposal. Each reference must include the names of all authors (in the same sequence in which they appear in the publication), the article and journal title, book title, volume number, page numbers, and year of publication.

**3.7 Other Information**

Please include any other information, not described in this guideline, which may assist us in your evaluation.

**GLOBAL RESEARCH LAB. PROGRAM 2013 - Full Proposal**

**- 30 pages Max. without Cover Sheet and Attachment-**

**Part I. General Information (Cover Sheet)**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Project Title(in English): |  | | |
| (in Korean): |  | | |
| 2. Research Code Number | 2013-X | 3. Sub-Research  Field | 연구핵심어 입력 |
| 4. Research Duration | From(20130801) To(20190731) (6Years) |

5. Applicant Information

|  |  |  |  |
| --- | --- | --- | --- |
| Korean Principal Investigator (KPI) | | Foreign Principal Investigator (FPI) | |
| Full Name(in Korean, in English)  (age) | 홍길동 (만49)  Gildong Hong | Full Name(age) |  |
| Nationality |  | Nationality |  |
| Affiliation (department) |  | Affiliation (department) |  |
| Position |  | Position |  |
| Telephone | (Office) (Mobile) | Telephone | (Office) (Mobile) |
| Fax |  | Fax |  |
| E-mail |  | E-mail |  |
| Address |  | Address |  |

6. Budget Description

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Requested Budget by KPI | | Requested Budget by FPI | | Total budget for GRL | Matching Funds by FPI |
| 1st year(2013) | OOO 백만원 | 1st year(2013) | OOO 백만원 | OOO 백만원 | OOO USD |
| 2nd year(2014) | OOO 백만원 | 2nd year(2014) | OOO 백만원 | OOO 백만원 | OOO USD |
| 3rd year(2015) | OOO 백만원 | 3rd year(2015) | OOO 백만원 | OOO 백만원 | OOO USD |
| 4th year(2016) | OOO 백만원 | 4th year(2016) | OOO 백만원 | OOO 백만원 | OOO USD |
| 5th year(2017) | OOO 백만원 | 5th year(2017) | OOO 백만원 | OOO 백만원 | OOO USD |
| 6th year(2018) | OOO 백만원 | 6th year(2018) | OOO 백만원 | OOO 백만원 | OOO USD |
| Total | OOO 백만원 | Total | OOO 백만원 | OOO 백만원 | OOO USD |

7. Number of Participants

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | PI  (연구책임자) | Researcher(참여연구원) | | | | | | Assistant  /Staff | Total |
| Prof. | Principal | Senior | Post-Doc. | Ph.D.  Course | Master  Course |
| Korean Research Lab | 주관연구  책임자 | 교수급 | 책임급 | 선임급 | 박사후  연구원 | 박사과정 | 석사과정 | 행정원  학사학생 |  |
| Foreign Research Lab |  |  |  |  |  |  |  |  |  |

8. Authentication and Commitment

|  |
| --- |
| I am hereby aware that this proposal is submitted for consideration for inclusion in the GRL program. I will faithfully observe and conduct research in accordance with the National Research and Development Management Regulations. |
| Signature of the Korean Principal Investigator (KPI):  Name: signature: (필수사항, 서명 이미지파일jpg 등 붙여넣기) date: YYYY.MM.DD |
| Signature of the Foreign Principal Investigator (FPI):  Name: signature: (필수사항, 서명 이미지파일jpg 등 붙여넣기) date: YYYY.MM.DD |
| Signature of the Host Institution Representative (Korean side only): 대학교의 산학협력단장, 연구소의 연구처장 등  Name: position: signature: (필수사항, 서명 이미지파일jpg 등 붙여넣기) date: YYYY.MM.DD |

**Part II. Contents of the Full Proposal**

3.2.1 Summary of Proposal

|  |  |  |  |
| --- | --- | --- | --- |
| Keywords |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Research Goal |  | | |
| Research Contents |  | | |
| Expected Research Outputs |  | | |

Note : The summary should *not* ***exceed 1 page***. (This Note may be deleted in the proposal.)

3.2.2 Research Plan

a. Research Background

b. Vision

c. Goals/Objectives, Significance

d. Methods

e. Research Structure

ⅰ) Framework

ⅱ) Division of Roles between the KRL and FRL

|  |  |
| --- | --- |
| Korean Research Lab | Foreign Research Lab |
|  |  |

ⅲ) Work Plan

① Research Schedule

Note : Please outline the activities planned by the KPI and FPI for the project. Each stage of the research should be defined within a specific time-frame; the concluding date of each stage is called a "milestone." The conclusion of each stage should be marked by the production of an output. Stage outputs must be deliverable, quantitative, or at least subject to judgment as proof of completion of stage activities. Examples of such legitimate outputs are: a feasibility study report, the draft of a manuscript to be submitted to a journal, etc. In addition to the text, the research schedule should be presented graphically in a Gant chart. Explanatory notes should be appended to the chart, explaining the nature of activities in each stage and its expected outputs. (This Note may be deleted in the proposal.)

[Example]:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Stage | Month  0 3 6 9 12 | | | |
| 1st  year | xxxx | x---------------- | ---x |  |  |
| 2nd  year | xxxx | x-------- | -----------x |  |  |
| 3rd  year | xxxx |  | x--- | -------x |  |
| 4th  year |  |  |  |  |  |
| 5th  year |  |  |  |  |  |
| 6th  year |  |  |  |  |  |

② Plans to exchange researchers and information; and to carry out the project jointly and share the research outputs.

iv) Development and utilization of human resources

v) Others

3.2.3 Research Performance and Outputs of the KPI and FPI

##### a. Research Performance of the KPI

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Project Title | Role Code | Total No. of Researchers | Funding Organization | Start Date | Budget  (KRW) |
| Program Title | End Date |
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Note: (This Note may be deleted in the proposal.)

1. This section must be filled out by the KPI.

2. The role code is divided into four levels: **KPI (1), Co-KPI (2), Researcher (3), Others (4)**

3. Enter the start and end dates using the following format: YYYYMMDD

4. Please provide information on the research performance of the KPI and his/her **key achievements for the last three years(2010.4.1~2013.3.31) including ongoing projects**.

b. Research Outputs of the KPI (key achievements for the last three years: **2010.4.1~2013.3.31**)

ⅰ) Publications in International Journals

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Publication year | Title | Author | | | Journal  (ISSN No.) | Vol.  /Page | SCI  (O/X) | Impact  factor |
| First  Author | Corresponding Author | Co-Author |
|  |  |  |  |  |  |  |  |  |
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Note: Please write ***the KPI’s name in bold letters***. (This Note may be deleted in the proposal.)

ⅱ) Other achievements (Publications, patents, awards, books, etc.)

##### c. Research Performance (Career) of the FPI

|  |  |  |
| --- | --- | --- |
| Period | Institution | Position/Status |
|  |  |  |
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Note: (This Note may be deleted in the proposal.)

1. Enter the start and end dates using the following format: **YYYYMMDD to YYYYMMDD**

2. Provide information on the research performance (Career) of the FPI and his/her **key achievements for the last three years(2010.4.1~2013.3.31).**

d. Research Outputs of the FPI (key achievements for the last three years: **2010.4.1~2013.3.31**)

ⅰ) Publications in International Journals

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Publication year | Title | Author | | | Journal  (ISSN No.) | Vol.  /Page | SCI  (O/X) | Impact  factor |
| First  Author | Corresponding Author | Co-Author |
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Note: Please write ***the FPI’s name in bold letters***. (This Note may be deleted in the proposal.)

ⅱ) Other achievements (Publications, patents, awards, books, etc.)

3.2.4 Status (Competency) for the Korean and Foreign Research Lab

a. Participating Researchers

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Qualification Code | Name | Age | Affiliation | Position (Status) | Start Date | Project  Participation  Ratio (%) |
| Department | Field of Study/ Final Degree | End Date |
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Note: (This Note may be deleted in the proposal)

1. Please make a separate chart for the Korean and Foreign research lab.

2. The qualification code is divided into seven levels: **KPI (1), Professor-level researcher (2), Post-doc (3),**

**Ph.D. Course (4), Masters course (5), Undergraduate (6), Others (7).**

3. In the case of undergraduates, the undergraduate major should be specified in the “Field of Study/Final Degree” column.

4. The project start and end dates should be in the following format: **YYYYMMDD to YYYYMMDD**

5. The Project Participation Ratio should be the average ratio during the participation period.

b. Research performance of the lab

c. Research facilities and equipment

d. Key technologies of the lab

e. Networking with national and international S&T communities

f. Collaboration with industries

g. Cultivation of researchers

h. Others

3.2.5 Relationship between the Korean and Foreign Research Lab

a. Background and history of research cooperation between the Korean and Foreign Research Lab

b. Exchange of researchers

c. Results of information exchange

d. Results of joint research between the two labs

e. Results of holding joint seminars/symposia/workshops

f. Development plan of the Korean and Foreign Research Lab

g. Others

3.2.6 Organizational Structure of the GRL Project

3.2.7 Potential for the Achievement of the Goals and Objectives

a. Current status of the targeted technology in Korea

b. Status of the targeted technology abroad

c. Project management and coordination of technological activities for the success of the project

d. Others

3.2.8 Contribution to the Development of Global S&T

**3.3 Budget Plan**

##### 3.3.1 Overview of the Proposed Research Budget

##### a) For KPI’s Lab

(Unit: KRW**백만원**)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Item | Sub-items | 1st year | 2nd year | 3rd year | 4th year | 5th year | 6th year | Total |
| Labor Costs |  |  |  |  |  |  |  |  |
| Direct Costs |  |  |  |  |  |  |  |  |
| Consigned Research |  |  |  |  |  |  |  |  |
| Indirect Costs |  |  |  |  |  |  |  |  |
| Grand Total | |  |  |  |  |  |  |  |

Note: (This Note may be deleted in the proposal)

**- Labor Costs:** Internal Labor, External Labor Costs

**- Direct Costs:** Facilities and Supplies, Materials & Commodities, Costs for Pilot Products, Miscellaneous, Informal/Formal Meetings, Research Advertisements, etc

**- Consigned Research:** Within 40% of the total of both labor costs and direct costs

**- Indirect Costs:** Overhead, Intellectual Property, etc / Within 15% of the total of both labor costs and direct costs

\* Please refer to the National R&D Management Regulations for more information.

##### b) For FPI’s Lab

(Unit: KRW **백만원**)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Item | Sub-items | 1st year | 2nd year | 3rd year | 4th year | 5th year | 6th year | Total |
| Labor Costs |  |  |  |  |  |  |  |  |
| Direct Costs |  |  |  |  |  |  |  |  |
| Indirect Costs |  |  |  |  |  |  |  |  |
| Grand Total | |  |  |  |  |  |  |  |

Note: (This Note may be deleted in the proposal)

**- Labor Costs:** Internal Labor, External Labor Costs

**- Direct Costs:** Facilities and Supplies, Materials & Commodities, Costs for Pilot Products, Miscellaneous, Informal/Formal Meetings, Research Advertisements, etc

**- Indirect Costs:** Overhead, Intellectual Property, etc

※ 3% of the FPI’s budget can be allotted for indirect costs. (This note may be deleted in the proposal)

##### 3.3.2 Budget Secured from Other Sources

Note: Please provide the details for the budget secured from other sources.

a. From Korean Industriesto Korean Research Lab

(Unit: KRW **백만원**)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sources | Items | 1st year | 2nd year | 3rd year | Total |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Grand Total | |  |  |  |  |

b. From the FPI/Foreign Research Lab to Korean Research Lab.

(Unit: USD)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sources | Items | 1st year | 2nd year | 3rd year | Total |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Grand Total | |  |  |  |  |

**3.4 Authentication and Commitment**

**“No funding proposal for this GRL project has been made elsewhere. If any such proposal should be submitted, MEST will be informed immediately.”**

**Signature of KPI**

**Name Signature 서명이미지파일 붙여넣기 Date .**

**3.5 Letter of Intent, etc.**

|  |  |  |  |
| --- | --- | --- | --- |
| Category(MoU, LoI, etc) |  | Concluding Party |  |
| Date of Conclusion | YYYY.MM.DD | Partner (Position, Nation) |  |
| Summary of documents  (Key Features) |  | | |

Note: (This Note may be deleted in the proposal)

- Attach documentation to certify the above here. (Scan) Attached file do not count page limit.

- ***Signed document*** such as Letter of Intent (LOI) or Memorandum of Understanding (MOU) in support of the planned GRL project from the relevant Korean and foreign partner institution/organization with which the KPI and FPI are affiliated, respectively, ***must be provided.***

**3.6 References**

**Consent to collect, use and disclose personal information**

**개인정보 제공 및 활용 동의서**

본인 및 참여인력은 한국연구재단에 제출하는 연구지원사업 관련 계획서 및 보고서에 대한 심사·평가에 있어 한국연구재단이 본인의 학력, 경력, 연구업적 등에 관한 정보를 활용할 필요가 있다는 것을 이해하고 있으며, 이를 위해 「개인정보 보호법」등에 의해 보호되고 있는 본인에 관한 각종 정보자료를 동법 제18조의 규정 등에 따라 한국연구재단에 제공하는데 동의합니다.

|  |
| --- |
| **< 개인정보 제공 및 활용 관련 주요 고지 사항 >**  ○ 개인정보 수집·이용의 목적: 심사·평가 및 성과 추적  ○ 수집하려는 개인정보의 항목: 인적사항, 학력, 경력, 연구업적 등  ○ 연구지원사업에 선정된 연구자의 개인정보는 연구비카드발급을 위해 신한카드에 관련정보가 제공되며 또한 국가연구개발사업의 관리 등에 관한 규정에 의해 NTIS시스템에 제공됨  ○ 주민등록번호는 연구자 개인을 식별하기 위해 기본정보로 활용됨  ○ 개인정보의 보유 및 이용 기간 : 연구계획서를 접수하는 시점부터 성과 추적이 완료되는 시점까지  ○ 연구자는 개인정보 제공 및 활용에 대한 동의서의 제출을 거부할 권리가 있지만, 동의서를 제출하지 않을 경우에는 재단의 연구사업에 신청할 수 없다는 점을 유념하기 바람 |

또한, 본인 (참여연구원, 연구보조원 포함)이 서명날인한 동의서의 복사본은 심사·평가에 에 필요한 다양한 자료 수집의 편의를 위해서 원본과 동일하게 유효하다는 것을 인정합니다.

2013년     월     일

**□ 신청 및 참여과제 정보**

    사 업 명                                       신청년도

    연구과제명

**□ 참여인력**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 구  분 | 성    명 | 생년월일 | 소속기관 | 서  명 |
| 연구책임자 |  |  |  | 서명 이미지파일 붙여넣기 |
| 참여연구원 |  |  |  |  |
| 참여연구원 |  |  |  |  |
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**한국연구재단 이사장 귀하**