

Global Research Laboratory (GRL) Program

- Proposal Guidelines and Application Forms-

April 2014

**Ministry of Science, ICT and Future Planning (MSIP)
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 14 조). 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 Proposal

All applicants must submit a proposal by the date specified in the call for proposals. **Proposals should not exceed 20 pages nor contain any information that can infer KPI or FPI.**

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 comprised of two-phases: an “international peer review” where proposals are evaluated by overseas erudite scholars and 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. Moreover, FPI must be present via online such as Skype.

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 supplementary 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> (사업안내→전체사업목록→국제협력사업→국제공동연구사업→글로벌연구실→공지사항)

1.13 Layout of the 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 for proposal.

- **1st step**
All participants (**KPI and FPI ONLY for 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 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 proposal : March 21, 2014
- Proposal submission : April 9 to April 24, 2014 (by 18:00)
Online submission website: <http://ernd.nrf.re.kr>
- First evaluation of proposal: 3rd or 4th week of May, 2014
- Call for supplementary proposal : May 2014
- Supplementary proposal submission: June 2014
Online submission website: <http://ernd.nrf.re.kr>
- Second evaluation of supplementary proposal: 1st week of July, 2014
- **Beginning of the GRL project: August 1st, 2014**
- ※ 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>

Bongryeol Lee : Ministry of Science, ICT and Future Planning (MSIP)
Tel) (+82) 02-2110-2375 E-mail) brlee74@msip.go.kr

Taegyeong Lee : National Research Foundation of Korea (NRF)
Tel) (+82) 02-3460-5629 E-mail) tglee@nrf.re.kr

<For Online submission website system>

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

2. Guidelines for the Proposal

2.1 General Information (Proposal part I - 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 5 research areas shown in the call for proposals.

ex) 2014-X

2014 Science and Technology Research Area for GRL (2014 년도 GRL 신규과제 대상 기술분야)
2014-1 : Mobile-software-based Knowledge Information Security Technology (모바일 소프트웨어 기반 지식정보 보안기술)
2014-2 : Advanced Material Technology for Environment Purification (환경정화용 첨단소재기술)
2014-3 : Water Quality Control and Processing Technology based on Environment·Energy Convergence (환경·에너지 융합 수질제어 및 처리기술)
2014-4 : Epidemic Spreading Prevention Technology (전염병 확산 방지기술)
2014-5 : Rare Disease Diagnosis and Treatment Technology (희귀질환 진단 및 치료기술)

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, 2014.

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 Status(Competency) and Relationship of KRL and FRL (Proposal part I - Information)

2.2.1 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.

2.2.2 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.

2.2.3 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.

2.3 Attachments (Proposal part I - Information)

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 (2011.4.1~2014.3.31)**. KPIs and FPIs should submit the same list of papers and patents they used for their proposals. The format, such as font size and charts, of the attachments is flexible.

2.4 Contents of the Proposal (Proposal part II - Research Plan)

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. However, proposal should not include any information that can infer both KPI and FPI such as names, affiliations, positions, and participants, etc.

Please provide the following information with regard to your proposal:

2.4.1 Summary of Proposal: Summarize your proposal. Shortly describe research goal, contents, and expected outputs/outcomes

2.4.2 Research Plan: Include research background, goals/objectives, creativity and challenge of research goals, relevance to the GRL program, research schedule, method, expected research outcome stage by stage, expected impacts, obtaining ways of original technology, etc.

2.4.3 Others: Include necessity and appropriateness of international collaborative research about research subject, contribution of qualitative level enhancement of research field through research performance. Provide any information which might be helpful for the evaluation.

GLOBAL RESEARCH LAB. PROGRAM 2014 – Proposal part I (Information)

Part I. General Information (Cover Sheet)

1. Project Title(in English): (in Korean):			
2. Research Code Number	2014-X	3. Sub-Research Field	연구핵심어 입력
4. Research Duration	From(20140801) To(20190731) (6 Years)		

5. Applicant Information

Korean Principal Investigator (KPI)		Foreign Principal Investigator (FPI)	
Full Name (in Korean, in English)	홍길동 Hong, Gildong	Full Name	
Date of Birth	1965.4.24	Date of Birth	
Nationality	Korea	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
1 st year(2014)	000 million KRW	1 st year(2014)	000 million KRW	000 million KRW	000 USD
2 nd year(2015)	000 million KRW	2 nd year(2015)	000 million KRW	000 million KRW	000 USD
3 rd year(2016)	000 million KRW	3 rd year(2016)	000 million KRW	000 million KRW	000 USD
4 th year(2017)	000 million KRW	4 th year(2017)	000 million KRW	000 million KRW	000 USD
5 th year(2018)	000 million KRW	5 th year(2018)	000 million KRW	000 million KRW	000 USD
6 th year(2019)	000 million KRW	6 th year(2019)	000 million KRW	000 million KRW	000 USD
Total	000 million KRW	Total	000 million KRW	000 million KRW	000 USD

Note : Matching Funds by FPI 가 있을 경우 반드시 이를 증명할 MoUs, LoIs 등 맨 뒷장에 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	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 이미지파일 jpg 등 붙여넣기) date: YYYY.MM.DD	
Signature of the Foreign Principal Investigator (FPI): Name: signature: (필수사항, 서명 이미지파일 jpg 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 이미지파일 jpg 등 붙여넣기) date: YYYY.MM.DD	

Part II. Status(Competency) and Relationship of KRL and FRL

1. Status (Competency) of the Korean research lab
2. Status (Competency) of the foreign research lab
3. Relationship between the Korean and foreign research lab

Part III. 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			
※ 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 here.

ii) Publications in International Journals (for the last **three** years: 2011.4.1~2014.3.31)

Publication year	Title	Author			Journal (ISSN No.)	Vol/P age	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: 2011.4.1~2014.3.31)

Here is the excel file attached. Please take a look at the attached and fill it out.

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			

※ 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 here.

ii) Publications in International Journals (for the last **three** years: 2011.4.1~2014.3.31)

Publication year	Title	Author			Journal (ISSN No.)	Vol/P age	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 **three** years: 2011.4.1~2014.3.31)

Here is the excel file attached. Please take a look at the attached and fill it out.

3. 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.)

Project Summary (Korean) (DO NOT Exceed 1 page.)

한글로 연구내용에 대해서 간략히 서술(글씨크기 11 point)

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 제 18 조의 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 NTIS 시스템에 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.

2014 년 월 일

신청 및 참여과제 정보

사업명 _____ 신청년도 _____
연구과제명 _____

참여인력

구 분	성 명	생년월일	소속기관	서 명
연구책임자				서명 이미지파일 붙여넣기
참여연구원				
참여연구원				
연구보조원				
연구보조원				
연구보조원				

한국연구재단 이사장 귀하