**FRANCE-MALAYSIA COLLABORATION PROGRAMME FOR JOINT RESEARCH (MyTIGER 2nd call, 2023)**

**Guidelines**

# **Background of the Program**

The France-Malaysia collaboration programme for joint research 2023 (MyTIGER) is a joint funding program which aims at structuring and stimulating research cooperation between France and Malaysia (hereafter called together “the Parties”). It is hereinafter referred to as "the Program".

The Program is an initiative by the Embassy of France to Malaysia in order to continue supporting bilateral cooperation in research after the successful implementation of the PHC-Hibiscus (2019 and 2020) and MATCH programme (2021) conducted in collaboration with the Ministry of Higher Education (MoHE). MyTIGER is based on a call for projects, an independent evaluation process, the selection of projects guided by common interests and ambition for excellence, and a mechanism between Malaysia and France. The first edition of MyTIGER was successfully launched in 2022.

Projects have a duration of two (2) years. Funding for the French teams is provided by the Ministry of Foreign Affairs in France (MEAE) and the Ministry for Research and Higher Education (MESR). Teams in Malaysia are supported by a matching grant provided by the Malaysian institution in which the PI holds a permanent or fixed-term (2 years minimum) position. The call for projects is open to French and Malaysian research teams from public or private institutions, they may have an established collaboration or be willing to launch joint research.

# **2.** **Objectives**

The Program aims at:

* strengthening scientific and technological exchanges between France and Malaysia on the basis of mutual benefit;
* supporting existing cooperation and encouraging new collaborations through innovative joint research projects;
* encouraging the participation of researchers from France and Malaysia, particularly young researchers (MSc students, PhD students, post-doctorates) in joint projects by supporting academic and scientific cooperation between the two countries;
* fostering the promotion and enhancement of joint research activities of the scientific communities from both countries (scientific co-publications, seminars, workshops, joint patent registration, joint diploma); and
* developing synergies between the scientific communities of the two countries in order to create high-level, structured and sustainable research networks, recognized at European and international levels.

**3.** **Areas of priority cooperation**

The development of multi, inter and transdisciplinary collaborations and projects, especially those including social sciences and humanities, and addressing the areas listed below will be particularly welcomed:

* Environment, Climate Change, and Sustainable Cities
* Sustainable Agriculture and Food Security
* Health (Infectious Diseases, Non-Communicable Diseases and Epidemiology)
* Information and Communications Technology (AI and Multimedia, Big Data and Cybersecurity, ICT for Ageing)
* Advanced Manufacturing and Frontier Technology

# **4. Coordination of the program**

The organizing committee (hereafter called “the Committee”) is composed of representatives from the French Embassy in Malaysia, in connection with the Ministry of Europe and Foreign Affairs (MEAE), and from the Ministry of Higher Education and Research (MESR).

The missions of the Committee are as follows:

* Organization of the call for projects;
* Definition of priority research areas;
* Coordination of the selection of the projects to be funded;
* The technical and financial monitoring of the program; and
* The coherence of the Program with other actions carried out within the framework of France-Malaysian cooperation.

# **5. Admissibility and evaluation of projects**

The scientific evaluation of the projects will be conducted by experts appointed and led by the Ministry of Higher Education and Research (MESR). Final selection of the laureates will be performed by the Committee, on the basis of the scientific evaluation.

When selecting joint scientific research projects, the following conditions will be observed:

1. A unique proposal must be submitted by the Principal Investigator (PI) in France, which must be approved by the PI in Malaysia and their respective institutions (cf. submission form).
2. The proposals must include detailed information on the objectives, methodology, composition and complementarities of each of the research teams, the expected scientific and technological results and the projected timetable for the implementation of the project. To be funded, proposals must be internationally competitive.
3. Each proposal must include a financial engagement form signed by an official representative of the Malaysian institution indicating that a matching grant (minimum of 2500 euros/year) will be awarded to the PI in charge of the submitted project in Malaysia, provided the project is funded by France. This commitment should be firm for the first year of the project (2023) and subject to extension of the funding by France in the second year (2024). Please note that the grant attributed to the French institution by the Embassy cannot be transferred, partially or completely, to the institution in Malaysia.
4. Only joint proposals submitted in the requested format, in a timely fashion and including the matching grant commitment will be considered for evaluation.

Evaluation criteria are:

* Scientific quality and innovative character of the project;
* Design and feasibility of the project plan;
* Competence and complementarity of the research teams;
* Involvement and training of young researchers; and
* Perspectives for valorisation of the project and structuration of the partnership.

Please note that the decision between projects of equivalent quality/merit will be made taking into account gender balance. Projects submitted by younger researchers (<40 years old) will also be favoured.

**6. Agreements**

**Collaboration Agreement**

As the research projects will be carried out by at least two research organisations, the basis of collaboration between the organisations and project partners, including ownership of intellectual property (IP) generated during the project and rights to exploitation, and costs of IP management [this is not an eligible expense for France], is expected to be set out in a formal collaboration agreement between the research organisations involved. It is the **responsibility of the research organisations** to put such an agreement in place before the research begins. The terms of collaboration shall not conflict with French and Malaysian terms and conditions.

Arrangements for collaboration and/or exploitation must not prevent the future progression of academic research and the dissemination of research results in accordance with academic custom and practise and the requirements of the funding bodies. A temporary delay in publication is acceptable in order to allow commercial and collaborative arrangements to be established.

**Intellectual property**

Ownership of intellectual property (IP) generated during the project and rights to exploitation, as well as any costs regarding management of IP, are expected to be agreed between the collaborating research organisations before the research begins. Details of this agreement should be included in the Collaboration Agreement (as above).

Agreements must not conflict with French and Malaysia terms and conditions. Any agreements in place between a research organisation and their respective funding organisation must be adhered to, including the sharing of IP costs or benefits. Any IP sharing agreements in place between a research organisation and their national funding body would be expected to apply only to the IP share of that research organisation.

**Material Transfer Agreements**

Collection and exchange of material may occur between collaborating institutions, as necessary, in strict compliance with the legislation in effect in both countries.

# **7. Financial issues**

The Committee decides the number of new projects to be supported, within the limits of the Embassy’s budget for the implementation of the Program.

The duration of each project is up to **two (2) years**.

The costs on the French side should be clearly justified - please refer to the Annex 2 for eligible costs and financial regulations for French applicants. For applicants in Malaysia: eligibility and reporting rules will be established by the Malaysian funding institution.

**8. Reporting**

For the teams in France:

Reporting and monitoring of the French component of the project is subject to Embassy’s monitoring mechanism as described in Annex 2.

1. Funding is granted to each project on an annual basis. The funds must be spent during the year following the signature of the collaborative agreement. They cannot be carried over to the following year. Projects will be funded according to Embassy guidelines (Annex 2).
2. A mid-term and a final activity report are sent to the Committee, respectively at the end of the first year (N+1) and within three (3) months after the end of the projects. The report includes a financial section on the specific use of the allotted resources and a scientific section describing the activities, publications, and events carried out as part of the project, as well as perspectives for further collaboration. They should include a form signed by the partner institution in Malaysia.

For the teams in Malaysia:

Malaysian based costs will be funded according to funding institution’s guidelines.

Reporting and monitoring of the Malaysian component of the project is subject to the Malaysian funding institution’s monitoring mechanism.

**9. Dissemination of results**

Each Party undertakes to maintain the confidentiality and secrecy of the information, documents and data exchanged with the other Party in the implementation of this Guideline. Each project team is also required to sign a confidentiality agreement.

The protection of intellectual property rights and the use of research results, as well as their possible exploitation, are defined by convention by the research teams in accordance with the laws and regulations applied in both countries, before the launch of each selected project.

**10. Calendar**

The call shall be implemented following the calendar:

|  |  |
| --- | --- |
| Date | Action |
| 25th January 2023 | Launch of the call |
| 12th March 2023 | Deadline for submission of proposals |
| 19th June 2023 | Funding decisions confirmed and announced |
| 20th June – 25th September | Grant agreements are signed and the projects start |

**11. Contact**

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**12. Output & Deliverables**

The Principal Investigator (PI) is expected to carry out and conduct the research which will impact quadruple helix (Society, Academia, Industry and Government). Thus, under this call, the research project must contribute to the achievement of these outputs:

1. Human capital/Talent

* Researchers are required to produce human capital/talent
* **Projects are expected to train at least 1 PhD students in each institution.** Involvement of additional graduate students and post-docs is a plus

1. Publications

* Researchers must publish **1 joint** publication in an **indexed journal**
* Other publications or co-publications with collaborator of both countries are highly encouraged
* **Acknowledgement** towards **MyTIGER 2023** grant and each institution (Embassy of France and Malaysian co-funding institution) must be stated clearly in every publication (including the Name of the Grant and the Project Code of the Grant).

1. Intellectual Property (Including Patent, Copyright, Industrial Design, layout Design of Integrated Circuit & Trademarks)

* All rights and governance of IP should be made in accordance to Memorandum of Understanding (MoU) / Collaboration Agreement between partner in Malaysia and France
* Filed IP must be proven with IP approval’s letter

1. Commercialized output

Commercialized output from **MyTIGER 2023** grant shall be distributed according to the agreement of all parties in the Memorandum of Understanding (MoU)/Collaboration Agreement

**Eligibility of Applicants in Malaysia**

1. Researchers may only submit one application to this scheme as Principal Investigators (PI), but may be involved in more applications.
2. Research Organisations eligible to apply are Public Universities, Private Universities or other research institutions based in Malaysia, provided they can commit to finance the project through a matching grant for year 1 (2023-2024) and, if the project is successful and budgetary constraints allow for it, in year 2 (2024-2025).
3. The Malaysian PI must have been awarded a doctorate at the time of application. Applicants working towards a PhD, or awaiting the outcome of their viva/submission of corrections are not eligible to apply as PIs.
4. Applicants must hold a permanent or fixed-term contract (2 years minimum term) in an eligible institution. Applicants with fixed terms contracts finishing before their grant end-date must secure confirmation from their Head of Department, stating that their contract will be extended to cover the duration of the award if their application is successful.
5. Contact between the Malaysian PI and French PI prior to the application is compulsory. This contact should lead to a clearly defined and mutually beneficial research project proposal.
6. Track record and CV of research team especially collaboration/contribution of each partner must be provided as a proof of the relationship.
7. Applicants must be competent in oral and written English.
8. The applicant’s employing organisation in Malaysia must be willing to agree to administer the matching grant. Please note that the subsidy granted to the French institution by the Embassy may not, under any circumstance, be transferred, partially or totally, to the Institution in Malaysia. It cannot, either, be employed to cover for expenses incurred by the team in Malaysia.
9. Applicants in Malaysia will need to adhere to the co-funding Malaysian institution’s progress and outcomes monitoring requirements.
10. Applicants with active MyTIGER (1st call) projects will not be considered for this call.

**Critères d’éligibilité pour les Candidats en France**

***Conditions d’éligibilité***

L’appel à propositions est ouvert à tous les laboratoires de recherche français rattachés à des établissements d’enseignement supérieur ou à des organismes de recherche. Les entreprises peuvent participer au projet, dès lors qu’elles sont associées à un partenaire académique.

Le porteur du projet doit être un chercheur titulaire. Un chercheur ne peut déposer qu’un seul dossier de candidature en tant que PI mais peut être impliqué dans plusieurs projets. Les chercheurs lauréats du programme MyTIGER (1er appel) ne sont pas éligibles dans le cadre de cet appel.

La participation de jeunes chercheurs et doctorants est fortement encouragée.

Seuls les dossiers de candidature élaborés en collaboration avec un partenaire établi en Malaisie garantissant le versement d’un co-financement (matching grant) sont déclarés recevables.

***Modalités de financement***

La durée des projets étant de deux années, le financement est accordé sur une base annuelle, pour deux années consécutives. Le montant du financement est une somme forfaitaire de 10 000 euros, soit 5 000 euros par an et par projet.

Le financement accordé permet de couvrir les dépenses éligibles et mises en œuvre dans le cadre du projet.

Le versement du financement pour la première année s’effectue en une seule tranche, au début du projet, après signature de la convention de subvention.

Le renouvellement des crédits pour une seconde année est subordonné à :

* Une **justification des dépenses** et une **consommation optimale** du financement accordé ;
* La soumission du rapport **intermédiaire,** à la fin de la 1ère année du projet (15/07/2024) pour les projets retenus en 2023).

# **Dépenses éligibles**

Le financement accordé permet de couvrir les dépenses effectivement liées à la mise en œuvre du projet : elles doivent être réelles, nécessaires et raisonnables.

* Réelles : les dépenses doivent pouvoir être confirmées par des documents justificatifs ;
* Nécessaires : les dépenses doivent être liées et indispensables à la mise en œuvre du projet ;
* Raisonnables : les dépenses doivent être mises en œuvre dans le respect des politiques d’achat du bénéficiaire et être réalisées sur la base d’un minimum de 3 devis et selon les conditions de marché en vigueur.

Seules les dépenses directement liées au projet sont éligibles. Les documents justificatifs exigés incluent devis, factures, OM, demandes de remboursement (sur la base des procédures en vigueur au sein de l’institution à laquelle appartient le PI).

Les catégories de dépenses éligibles sont les suivantes :

1. **Les consommables**

Les procédures d’achat de l’organisation doivent s’appliquer.

1. **Les équipements**

Les procédures d’achat de l’organisation doivent s’appliquer.

1. **La sous-traitance**

Les procédures de sélection de sous-traitant en fonction du montant de la prestation en vigueur au sein de l’organisation doivent s’appliquer.

1. **Les frais de voyage**

Les frais de transport et les per diem sont éligibles au financement. Les procédures de réservation et de remboursement des dépenses en vigueur au sein de l’organisation doivent s’appliquer. Seuls les voyages en classe économique sont éligibles, à moins de ne pouvoir justifier d’un avantage économique au sur-classement (notamment pour le train).

Les autres dépenses, telles que les frais de visa, les vaccins ou les traitements antipaludéens ne sont pas éligibles.

1. **Les frais de communication**

Les frais de publications, d’inscription à un congrès ou une conférence, les dépenses d’impression de supports de communication **en lien direct avec le projet** sont éligibles au financement.

**Sont inéligibles :**

* Les dépenses indirectes ou frais généraux ;
* Les dépenses pour le recrutement de RH (stagiaires, post-doctorants) ;
* Les frais de banque.

***Suivi des projets***

L’enveloppe dédiée au projet est versée sous la forme d’une subvention de 5000 euros à l’Institution à laquelle appartient le PI français. Cette subvention ne peut en aucun cas être versée, partiellement ou dans sa totalité, à l’institution partenaire en Malaisie, ou être employée pour couvrir des dépenses de l’équipe en Malaisie.

Le renouvellement du financement pour une seconde année est subordonné à la soumission du rapport intermédiaire à l’Ambassade de France en Malaisie par le chef de projet français. L’envoi d’un rapport final est également exigé, au plus tard trois mois après la fin du projet.

Ces rapports comprennent un volet scientifique et un volet financier. Ils doivent être visés par l’Institution malaisienne. Il est expressément demandé d'utiliser le modèle de rapport transmis par l’Ambassade et de le soumettre, en anglais ou en français, dans les délais.

Une visite annuelle à l’Ambassade, dans la mesure où elle n’entraînerait aucun surcoût, est souhaitable, afin de présenter brièvement les travaux de l’équipe et d’accroître la visibilité du projet.

Publications: pour être validées comme production scientifique, les publications (articles dans les revues ou les journaux spécialisés et communications dans des congrès ou des colloques), ainsi que les rapports, doivent explicitement mentionner le soutien accordé par les ministères de l'Europe et des Affaires Etrangères (MEAE) et de l'Enseignement Supérieur et de la Recherche(MESR) ainsi que par l’Institution malaisienne qui apporte un co-financement.

***Propriété intellectuelle***

Il appartient aux responsables de projets de prendre toutes les dispositions utiles quant à la protection de la propriété intellectuelle.

Les projets soumis à cet appel à candidatures peuvent faire l’objet d’un examen au titre de la PPST (Protection du potentiel scientifique et technique et intelligence économique).

Pour plus d’information sur ce dispositif : <https://www.enseignementsup-recherche.gouv.fr/cid27031/protection-du-potentiel-scientifique-et-technique-et-intelligence-economique-p.p.s.t.html>