



## Call for Projects 2020

**South Initiatives and JOINT**  
**Bolivia, Cambodia, DR Congo, Ec-  
uador, Indonesia, Kenya, Morocco,  
Peru, Philippines, Rwanda, South  
Africa, Tanzania and Vietnam**

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## Summary


<b>Budget</b>	South Initiatives: Max. € 70.000 per project JOINT: Max. € 90.000 per project
<b>Duration</b>	South Initiatives: max. 2 years JOINT: exceptionally for this call also max. 2 years No extension possible after 2020: all projects run from 1 January 2020 to 31 December 2021
<b>Eligibility (interventions / submission via)</b>	South Initiatives and JOINT: Flemish universities and university colleges
<b>Countries</b>	Bolivia, Cambodia, DR Congo, Ecuador, Indonesia, Kenya, Morocco, Peru, Philippines, South Africa, Rwanda, Tanzania, and Vietnam
<b>Launch of the call</b>	19 February 2019
<b>Deadline submission project proposals at the level of the Flemish universities and university colleges (ICOS of the university association)</b>	14 May 2019
<b>Deadline submission of proposals by ICOS of the university association to VLIR-UOS (via database)</b>	4 June 2019 (18h00 Belgian time)
<b>Submission (two-stage)</b>	by the Flemish promoter to the ICOS by the ICOS to VLIR-UOS

VLIR-UOS supports partnerships between universities and university colleges in Flanders and the South looking for innovative responses to global and local challenges  
[www.vliruos.be](http://www.vliruos.be)

# 1. Background

This call is for the submission of project proposals for South Initiatives and JOINT 2020 in the framework of the Five-Year-Programme (2017-2021) of VLIR-UOS.

Since the implementation of the new law on development cooperation of 2016, VLIR-UOS foresees in an implementation of interventions within country programmes. A country programme consists of different intervention types:

INTERVENTION TYPE				LEVEL
NETWORK				COUNTRY
				INSTITUTION
				DEPARTMENT/ FACULTY
				INDIVIDUAL
	Institutional University Cooperation (IUC)	TEAM South Initiatives JOINT	(Individual) Scholarships	

This call is for only two types of departmental projects - South Initiatives and JOINT – in 13 partner countries in Africa, Latin America and Asia. TEAM projects are not part of this call as this is the last call within the current Five-Year-Programme and therefore all projects need to finalise by the end of 2021. Therefore the JOINT projects are exceptionally for this call limited to 2 years of runtime as compared to usually 3 years.

## 2. Definition and Objectives

### 2.1. Definition

**South Initiatives** and **JOINT** projects are departmental projects which focus on specific developmental problems. These projects aim at strengthening the research, education and extension capacity of (a) partner institution(s) in the South by means of generating and exchanging/disseminating knowledge (create the conditions for uptake) and contributing to the fight against poverty in the concerned region/country.

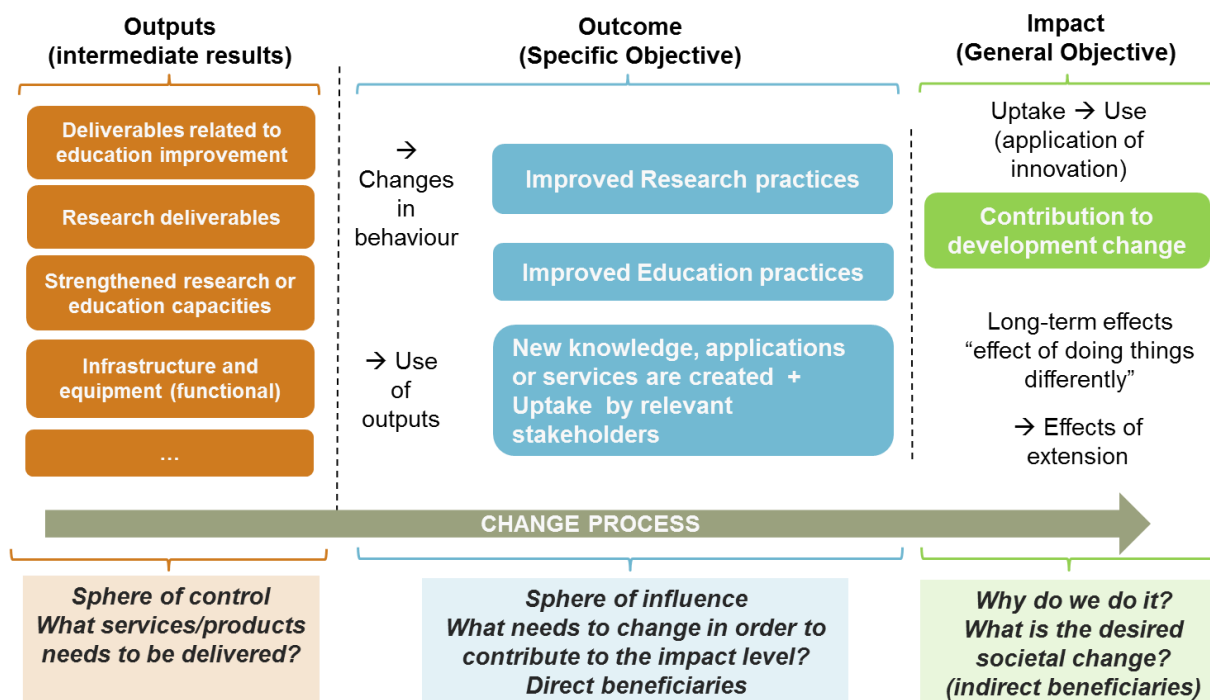
The projects emerge from a local development problem/need which will be addressed through a common initiative taken by one or more academics from (a) developing countr(y)ies, in collaboration with one or more Flemish academics. This team-to-team cooperation leads to the development of a project proposal. These projects are aligned with the priorities of the local partner institute(s) at the policy level where the project is constituted (department or faculty).

Within the country strategy approach, projects must be aligned with the VLIR-UOS strategy for the country for which they are formulated and also synergies and complementarities with other Belgian actors

(see 2.4) are stimulated. Projects also need to take the integration of the transversal themes (gender and environment) and the priority themes (digital for development and private sector) of the Belgian development cooperation into account (see 2.5).

The **South Initiatives** are particularly relevant to identify new partners, to bring innovation in the country portfolio and to join forces around nationally relevant topics through selected synergetic/pilot initiatives relevant for the broad civil society. **JOINT** stands for Joint (Intern)national Academic Networking. JOINT projects are about academic exchange and networking in broad international or national setting.

## 2.2. Objectives

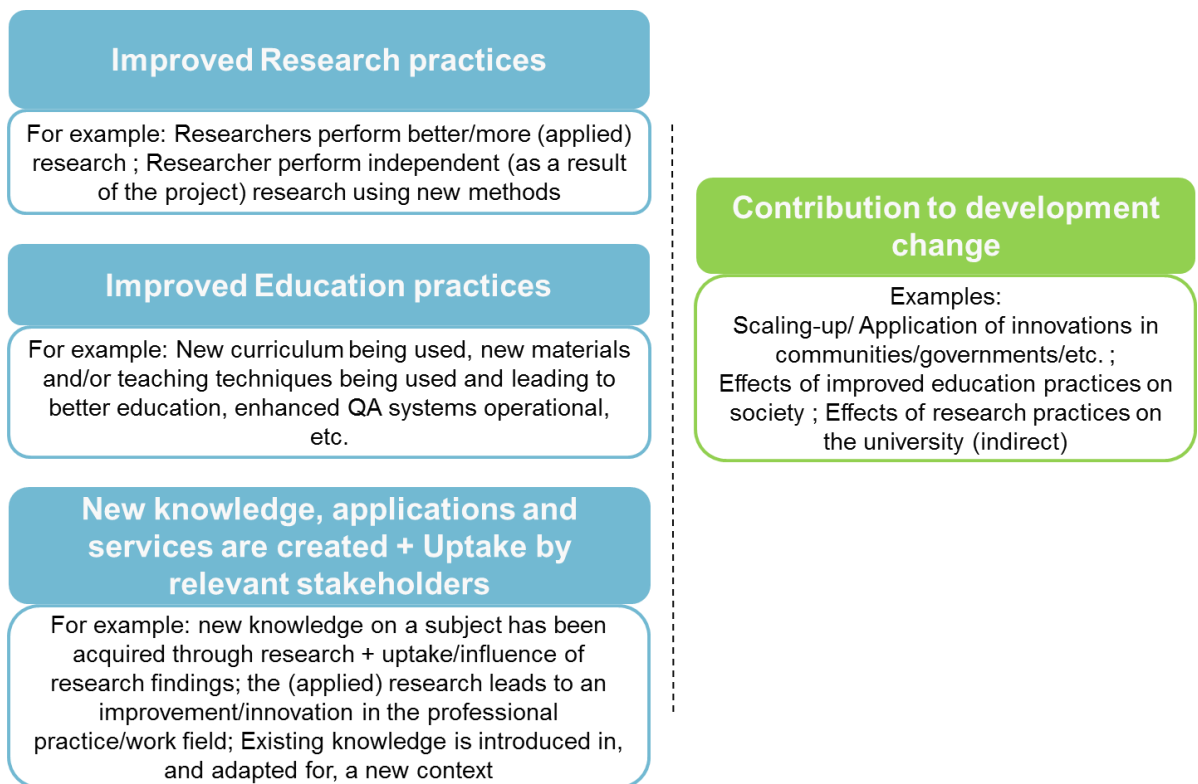


As shown in the above Theory of Change (ToC), departmental projects potentially aim at (i) improving research and/or (ii) education practices in a partner institution(s) in the South and/or (iii) generate and exchange (guaranteeing uptake) knowledge through research; in order to contribute to the fight against poverty in the concerned region/country and generate in the end (mostly after the intervention) developmental change (impact).

Summarizing, following considerations are to be taken into account:

- The project contributes to the development priorities of the country of intervention.
- The objectives contribute to the improvement of the living conditions of the local population.
- There is maximum synergy and complementarity with other projects in the region or the country (cfr. if possible with other Belgian non-state actors active in a specific country).
- The research is oriented towards sustainable development and the interaction between social, cultural, ecological and economic factors.
- The project focuses on a maximum of two outcomes (specific objectives).

In the graph below, examples are given for the three different outcomes and at impact level:



## 2.3. Specific characteristics

### 2.3.1. South Initiatives

These are short-term (1-2 years) projects with a limited budget, initiated by academics/lecturers at a university / university college or a (national) non-profit research institute in a partner country, in collaboration with Flemish academics/lecturers. Also other civil society actors in the South can be involved, but only as supporting partner and not as applicant or co-promoter.

South initiatives can also be particularly interesting for young academics to get acquainted with higher education cooperation for development.

We identify different types of South Initiatives:

- Explorative South Initiatives, facilitating and organising new partnerships and innovative forms/modalities of cooperation that contribute to the proposed country strategic priorities (seed money). This type of South Initiatives are in fact pilots, so per definition short term, that may in some cases grow into TEAM projects or even institutional level cooperation<sup>1</sup>
- South Initiatives as 'stand-alone' projects with clear outcomes and expected impact. In fact these projects are not necessarily leading to another project, but through the nature of the proposed activities be limited in time. Within this type of South Initiatives we can identify different

<sup>1</sup> Hereby we should indicate that the eligible list of countries for future Belgian development cooperation (DGD) funding might change in the following years. Therefore, it cannot be guaranteed that a South Initiative project can logically lead to a future TEAM cooperation.

subcategories (synergy initiatives among VLIR-UOS projects or with other Belgian/local/international actors; exchange and multiplication efforts (national/international conferences, training workshops));

- South Initiatives can also offer opportunities to broaden the scope of current or past research projects, and possibly even bring them to a national level (harvesting, multiplication);

Examples:

- Exploring ideas for collaboration with Belgian and other actors in the country/region concerned; as such exploring and formalising a new partnership by exchanging lecturers/professors, doing joint research and co-organising training courses;
- National 'pilot' initiatives / 'seed money' in view of serving transversal needs identified in the context of the country strategy consultations and important for successful project development (examples: national level workshops on innovative teaching and learning skills development, intellectual property rights development, research capacity training, etc.);
- Elaborating a framework for a future TEAM project by setting up a basic laboratory and initiating research activities in order to strengthen collaboration for sustainable development;
- Mobility of academics/lecturers/students to the South to explore partnership ideas, e.g. in the context of travel grants for Flemish students, and/or to develop a system of quality control for exchange of students, or to explore a project idea.
- 

Two categories of South Initiatives are specifically created for university colleges: 1. Practice-based research projects ("praktijkgericht onderzoek") and 2. Educational development projects ("onderwijsonwikkeling"). Those South Initiatives focus at bachelor level and profession-oriented bachelor degrees but are complementary to the other South Initiatives focussing on mainly academic capacity building.

More specific project examples for these project categories:

#### ➤ **Practice-based research**

Outcome: Improved (applied) research practices: Generic example: Researchers/students perform better/more (applied) research; students/staff make better use of (applied) research results

Outcome: Innovation: The (applied) research leads to an improvement/innovation in the professional practice/work field; existing knowledge is introduced in, and adapted for, a new context.

*Project example:* The development of a phone application to monitor personal health in rural areas where people have low access to hospitals and the link to a centralized data system where a physician can monitor those data (partners: Flemish university college, South university / university college, South hospital).

- ⇒ Outcome improved research practices: use of practice-based research methods is improved
- ⇒ Outcome innovation: use of phone application in rural areas

#### ➤ **Educational development**

Outcome: Improved education practices: Generic example: New curriculum being used, new materials and/or teaching techniques being used and leading to better education, enhanced operational, etc.



*Project example 1:* The start of an in-house training (in hospital) of mentors for trainees (students) in order to enhance the work placement/internship of nursing students (partners: Flemish university college, South university / university college, South hospital).

*Project example 2:* The creation of a distance learning course in cooperation with a Flemish higher education institution (partners: Flemish university college, South university / university college, chamber of commerce in the South).

### **2.3.2. JOINT projects**

These projects are initiated at department level and foresee in networking opportunities at the national and/or international level in view of exchange and cross-fertilisation of ideas and concepts for developmental change. JOINT projects will often explore joint ideas and endeavours, leading to the creation of (inter)national alliances, tools, etc. that can be instrumental for university cooperation for development.

JOINT projects can be of a different, less scientific nature and focus on a wide variety of exchange and cooperation, such as: domains of transversal expertise/support of importance for all academic projects in a given country/regional setting; on research and education policy and university management themes; or on specific thematic domains. In fact JOINT could also foresee in possibilities for activating the role of university cooperation for development in transversal and priority themes of the Belgian cooperation (environment, gender, D4D, private sector development). It always concerns multi-actor projects that start from synergies between different VLIR-UOS interventions and actors. Third parties could also be involved.

In fact, also some intervention types which existed prior to 2017 now resort under JOINT: the former North-South-South exchange projects meant to link up IUC programmes in an international setting; crosscutting projects in transversal domains initiated by VLIR-UOS expert groups ICT, library and statistics; national crosscutting projects in crucial national support domains (quality assurance, academic English, educational platforms & developments, university management, etc.).

JOINT fits in the theory of change of TEAM and South Initiatives although JOINT is more focused on harvesting opportunities and is multi-actor (involving multiple higher education institutes as local partner institutions and starting from previous VLIR-UOS cooperation projects). JOINT projects are about networking, exchange and multiplication and will in principle focus more on the third generic outcome 'new knowledge, applications or services are created and uptake is realised towards relevant stakeholders' as part of the change process and contribution to developmental change (impact).

## **2.4. Synergy and complementarity**

Synergy and complementarity (S&C) can improve the impact of development cooperation interventions and is a top priority of the Belgian minister of Development Cooperation and encouraged by the reform of non-governmental cooperation in 2016. In order to promote S&C, all Belgian non-governmental development actors were invited to elaborate a Joint Strategic Framework (JSF) per country in 2016. These JSFs provide information about the goals to which the actors want to contribute, and also indicate potential for synergy and complementarity.

Considering that VLIR-UOS has a country strategy<sup>2</sup> per partner country, the challenge was to link up this strategy regarding the priorities for university cooperation for development in a given country with the JSF. More information on the country strategy of each country can be found in the background documents per country (see [8.2.](#)).

In order to facilitate synergies between higher education / research institutes and non-governmental development actors (ANGC) in the framework of this project call, country specific background documents are attached to this call, including a table with (per Belgian ANGC) a short description of the activities in the country, the name(s) of the local partners(s) and the region(s) where the ANGC is active. Every ANGC was also asked to list a number of research themes/questions that can be addressed by a higher education / research institute in the framework of a new South Initiative or JOINT project (see [background documents 7-19](#)).

Synergy and complementarity will be integrated as an element in the selection of project proposals, more in particular when discussing the (developmental) relevance of the proposals.

## 2.5. Transversal and priority themes

According to the Belgian law on development cooperation of 2013, following themes need to be integrated in a **transversal** way within all interventions of the Belgian development cooperation as to reach sustainable and inclusive development:

- the **gender dimension**, which aims at the empowerment of women and at the equality between men and women in society;
- the protection of the **environment** and of **natural resources**, including the fight against climate change, drought and global deforestation.

The Minister of Development Cooperation also identified a number of **priority** themes which play an important role in reaching the Sustainable Development Goals. VLIR-UOS focuses on the following two:

- **Digital for development (D4D)**: digitalization is a crosscutting enabler to achieve better results, not a goal in itself.
- **Private sector development**: stimulating the private sector in developing countries generates economic growth there. And economic growth is, in turn, an important pillar in the quest for sustainable development and the fight against poverty.

More information on these themes can be found in the formulation guidelines (see [background document 1](#)).

Furthermore, when elaborating a project proposal promoters should also take into account the legal obligations related to Treaty concerning biological diversity (CBD) and the Nagoya Protocol<sup>3</sup> on the access to natural resources and the fair division of benefits coming from the use of these resources.

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<sup>2</sup> A VLIR-UOS country strategy represents the strategic niche for future VLIR-UOS cooperation in a specific country and contains a thematic focus and sometimes an institutional/regional focus. A strategy starts from the needs of the partner country, and in particular the national priorities in terms of poverty reduction and national policies for higher education. Furthermore it takes into account the interest in cooperation at the level of the Flemish higher education institutes, and its potential added value.

### 3. Budget and implementation

#### 3.1. Available budget

The budget for this call is **4.657.257 EUR**.

In the Five-Year-Programme (FYP) (2017-2021) of VLIR-UOS each country programme has a country budget which is already partly allocated to contracted and selected interventions, the other part being available to new proposals through calls (= indicative budget). Some country budgets are filled up and therefore these countries were not included in this call for proposals.

The following indicative budgets per country are available:

Countries (per region)	Remaining indicative budget per country to be filled with the 2020 call for proposals (EUR)	Indicative number of fundable projects (estimate & depending on n° SI/JOINT)
DR Congo	233 236	2 to 3 projects
Morocco	607 699	6 to 8 projects
Tanzania	744 151	8 to 10 projects
Kenya	136 676	1 to 2 projects
South Africa	402 579	4 to 5 projects
Rwanda	213 880	2 to 3 projects
<b>Subtotal Africa</b>	<b>2 338 221</b>	
Ecuador	711 130	7 to 10 projects
Bolivia	343 258	3 to 5 projects
Peru	304 442	3 to 4 projects
<b>Subtotal Latin America</b>	<b>1 358 830</b>	
Vietnam	540 206	6 to 8 projects
Indonesia	140 000	1 to 2 projects
Cambodia	140 000	1 to 2 projects
Philippines	140 000	1 to 2 projects
<b>Subtotal Asia</b>	<b>960 206</b>	
<b>Total</b>	<b>4 657 257</b>	

As for this call the total budget of the selected proposals per region equals the indicative available budget of the corresponding regional commission, the goal is to fully allocate the country budgets.

Related to the above the following indicative budgets per regional selection commission will be used:

Regional Commission	Call 2020 (EUR)
Africa commission 1 (Great lakes = DR Congo, Rwanda, Kenya, Tanzania)	1 327 943
Africa commission 2 (Morocco, South Africa)	1 010 278
Latin America (Ecuador, Bolivia, Peru)	1 358 830
Asia (Vietnam, Indonesia, Cambodia, Philippines)	960 206
<b>Total</b>	<b>4 657 257</b>

The overall budget available for this call SI-JOINT 2020 is subject to possible changes by the Bureau UOS in case of budget cuts imposed at the level of the Belgian development cooperation and more specifically on university cooperation for development in the remaining years (2020 and following) of the Five Year Programme.

## 3.2. Implementation

At the end of 2019, VLIR-UOS will draft an agreement between VLIR, the local partner institution and the Flemish university (college) with which the promoters of the selected project are affiliated, to establish rules governing the management and use of, and responsibility for, the resources allocated.

All projects will run according to calendar years: South Initiative projects for max. 2 years (2020-2021) and JOINT projects were exceptionally also limited to max. 2 years (2020-2021).

Extensions will not be possible as 31 December 2021 is also the end of the current Five Year Programme 2017-2021.

## 4. Eligibility criteria

Eligibility criteria define whether or not a proposal can be accepted to enter the selection process. Eligibility criteria will be checked on the basis of an objective and simple yes/no answer. Therefore, eligibility criteria which are not fulfilled, will in principle result in the rejection of a proposal.

Each call for proposals defines clear eligibility criteria, using the following sections where appropriate:

- Eligibility of applicants
- Eligibility of budget and implementation period
- Eligibility of countries and/or intervention types and/or participants
- Eligibility of activities and related costs
- Eligibility of submission modalities

### 4.1. Eligibility of applicants

#### ➤ Flemish applicants

The Flemish promoter of a **South Initiatives and JOINT** project must be:

- a **'ZAP' member with tenure at a Flemish university** or with an equivalent position;
- a **professor/lecturer with tenure at a Flemish university college**.

The Flemish promoter of a South Initiative/JOINT- project must:

- have permission from his/her university or university college to enter into financial undertakings on behalf of the institution;
- have the appropriate competence to supervise the project;
- be affiliated with the institution at least as long as the duration of the project.

Exceptionally **JOINT** projects can be submitted by **non-academic staff** of the Flemish higher education institute, as long as there is a backing from the institute that the project promoter is allowed to act as a promoter. For instance, projects in the domain of Information and Technology Services (ITS) (members of the ICT and library expert groups) are often proposed by professionals with a non-academic status. As is it also the case for the South Initiatives, it is then up to the institution to check who will be the budget holder for the project.

It is the responsibility of the Institutional Coordinator for Development Cooperation (ICOS) of the association (see [6.5.1.](#)) to check whether the project promoter is allowed to act as a project holder within his/her own institution, and to check if the project promoter will be affiliated with the institution for the duration of the project. It is also up to the institution to check who will be the budget holder for the project (more in particular of relevance for the SI submitted by university colleges and in general for the JOINT projects in the line of ITS as referred to above).

It is the responsibility of promoters or co-promoters who are not only affiliated to a Flemish university or university college, but also to an institution within which DGD funding is or can be provided on a project or structural basis, and in case no rules for inter-institutional cooperation are provided,

- to assess that selection of the proposal by VLIR-UOS would not entail a conflict of interests or overlap with DGD funded projects and hence imply double funding by DGD, and
- to obtain approval of the other institution's management in case the latter would require this, as VLIR-UOS is unable to assess this in the framework of this call.

In case the project promoter is different from the person who is responsible for the execution of the project, this should be clearly specified in the project proposal (see [Annex 1](#)).

### ➤ **Local partner institutions and promoters**

The **local promoter** of a South Initiative/JOINT project must:

- have permission from his/her institution to enter into financial undertakings on behalf of the institution;
- have the appropriate competence to supervise the project;
- be affiliated with the institution at least as long as the duration of the project.

In terms of local partner institutions, the local institution needs to be a recognised higher education institution or a national public (not for profit) research institute.

In all countries, a description of potential partner institutions and of strategic priorities was included in the VLIR-UOS country strategy. For some countries (Bolivia, DR Congo, Kenya, Peru, South-Africa) a **list of partner institutions** is included in the country strategy. These partner institutions are listed in the background document of each country ([background documents 7-19](#)).

However, these lists are not interpreted as an eligibility criterion. In these countries, a promoter wishing to engage in a cooperation with a higher education institute or a national public (not for profit) research institute not listed in the background document, will need to motivate in the project proposal why a collaboration with another institute is found relevant, how the proposal is aligned with the country strategy and why the promoter is presenting a proposal with the proposed partner institution (e.g. university colleges working with specific Higher Education Institutions (HEI) not on the limited list).

In **JOINT projects** the lead partner institution in the South needs to be a current or former partner institution of a VLIR-UOS south project (Network, IUC, TEAM, South Initiatives, JOINT): this is an eligibility criterion. At least 2 higher education institutions or research institutions are to be included as partner institutions: the submitting partner (above) and a 2<sup>nd</sup> partner institution: this is also an eligibility criterion (if only 1 higher education institute in the South, a SI proposal should be opted for). Except for the above there are no limitations for the second partner institution, only that they should be based in a VLIR-UOS partner country (20). Next to the above, also other (non-VLIR-UOS) HEI institutes can be involved and also other actors (NGO) can be included in the proposal (note: VLIR-UOS is not contracting NGOs directly, these are always partners of HEI).

### ➤ Eligibility of IUC partner universities

South Initiative proposals which aim at a cooperation with a university involved in an **ongoing IUC**, a difference is made between IUC programmes which have a budget of max € 350.000/year and the classic institution-wide IUC programmes with a higher annual budget. The latter can only be involved as a supporting partner (no core funding) and the first can act as promoter of South Initiatives, but only in departments currently not involved in the IUC programmes.

Ongoing IUC partner universities can submit JOINT projects as these projects aim at strengthening interaction and exchange and build synergies between partner institutions.

Overview ongoing IUC/NETWORK partner universities eligible in this call and possibilities for promoter-ship SI/JOINT:

Country	IUC/NETWORK	South Initiatives	JOINT
Bolivia	Universidad Católica Boliviana San Pablo (UCB)	No	Yes
DR Congo	Université de Kisangani (UNIKIS)	Yes (departments not involved in IUC)	Yes
DR Congo	Université Catholique de Bukavu (UCB)	Yes (departments not involved in IUC)	Yes
Ecuador	ESPOL (coordinating university of the NETWORK Biodiversity)	Only SI which are outside the NETWORK specific objectives and not submitted by the lead departments in a Network	Yes
Kenya	Jomo Kenyatta University of Agriculture and Technology (JKUAT)	Yes (departments not involved in IUC)	Yes
Morocco	Université Moulay Ismaïl, Meknès (UMI)	No	Yes
Tanzania	Mzumbe University (MU)	Yes (departments not involved in IUC)	Yes
Tanzania	Nelson Mandela African Institute of Science and Technology (NM-AIST)	Yes (departments not involved in IUC)	Yes
Vietnam	Hue University (HU)	Yes (departments not involved in IUC)	Yes

Vietnam	Can Tho University (coordinator of the NETWORK Bioscience for Food)	Only SI which are outside the NETWORK specific objectives and not submitted by the lead departments in a Network	Yes
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South Initiatives project proposals which aim at a cooperation with **former and Phase Out (Y11/Y12)** IUC partners are **eligible**. In case it concerns cooperation with a(n) academic unit(s) which was/were part of the projects financed during the second phase of the partner programme, it is very important to motivate in the proposal why further cooperation is needed and how it differentiates from past cooperation and obtained results (*example: during an IUC trained PhD is the promoter and comes up with a project proposal in which the involved IUC department moves on with research into new grounds*).

### ➤ Number of proposals per promotor & resubmissions

A promotor (Flemish and South) can submit only **one proposal** for this call. This is an eligibility criterion.

As for **resubmissions**, new in this call is that a project that was not selected in a previous selection round, can be resubmitted without limitation if motivated in the relevant section in the proposal format. The motivation will be taken into account by the selection commission when assessing the proposal but this will no longer be an eligibility criterion.

## 4.2. Eligibility of budget and implementation period

The budget and implementation period will be checked with the included boundaries in the call.

Intervention type	Budget (Max. in EUR)	Implementation period (Max.)
South Initiative	70.000	2 years
JOINT	90.000 (adapted as compared to previous calls because of limitation of max. runtime)	2 years

## 4.3. Eligibility of countries and intervention types

The following countries are eligible for both South Initiatives and Joint projects taking into account the limitations with regard to IUC institutions listed above.

Country
1. Bolivia
2. Cambodia
3. DR Congo
4. Ecuador
5. Indonesia
6. Kenya
7. Morocco
8. Peru
9. Philippines
10. Rwanda
11. South Africa
12. Tanzania
13. Vietnam

## 4.5. Eligibility of activities and related costs

The VLIR-UOS financial guidelines for departmental projects (TEAM, South Initiatives and JOINT projects) indicate what expenses are allowed in the framework of a project, how budgets are to be made, and how expenses have to be accounted for (see [background document 2](#)).

The applicable budget lines are:

- A. Investment costs (durable goods with a long life that can be depreciated in the accounts over several years)
- B. Operational costs (“project-related” costs incurred for the purchase and/or operational use of goods that are not depreciated in the accounts and costs directly related to a specific project activity)
- C. Personnel costs
- D. Scholarship costs
- E.1. Coordination cost in Belgium<sup>4</sup> (5% lump sum from A to D)
- E.2. Local coordination cost (5% lump sum from A to D)

## 4.6. Eligibility of submission modalities

The proposal must meet the application and submission requirements as described in [section 6. ‘Application modalities’](#). All compulsory annexes are to be enclosed. Non-compliance with the obligatory formats will lead to non-acceptance of the proposal.

# 5. Selection

## 5.1. Selection criteria

Each call for proposals will apply the same set of six selection criteria. These six criteria are further defined, and translated into a non-exhaustive list of descriptors, that are illustrative but provide an objective interpretation of the criteria, both for the applicant as well as for the selection commissions.<sup>5</sup>

<b>SCIENTIFIC QUALITY</b> <i>The extent to which a proposal has a ground-breaking nature and ambition (excellence).</i>
<b>RELEVANCE</b> <i>The extent to which the objectives of a proposal are consistent with beneficiaries’ requirements, country needs, synergy opportunities, global priorities and partners’ and donors’ policies.</i>
<b>EFFECTIVENESS</b> <i>The extent to which the proposals’ objectives are expected to be achieved, taking into account their relative importance.</i>

<sup>4</sup> Contact the Flemish partner university/university college for more information about the application of E.1.

<sup>5</sup> Based on the ERC (European Research Council) and OECD-DAC (Organization for Economic Cooperation and Development - Development Assistance Committee) definitions.



<b>EFFICIENCY</b> <i>A measure of how economically resources/inputs (funds, expertise, time, etc.) are converted to results.</i>
<b>IMPACT</b> <i>Potential positive and negative, primary and secondary long-term effects produced by the proposal, directly or indirectly, intended or unintended.</i>
<b>SUSTAINABILITY</b> <i>The continuation of benefits after the activities have been completed.</i>

All individual project proposals are scored against these six selection criteria, but the weighting of criteria differs on the basis of the intervention type. The weights of the selection criteria for South Initiatives and JOINT are given below:

	<b>SI</b>	<b>JOINT</b>
<b>SCIENTIFIC QUALITY</b>	25%	20%
<b>RELEVANCE</b>	30%	35%
<b>EFFECTIVENESS</b>	12,5%	12,5%
<b>EFFICIENCY</b>	12,5%	12,5%
<b>IMPACT</b>	10%	10%
<b>SUSTAINABILITY</b>	10%	10%

More details on the selection criteria, track record and scoring and decision making are to be found in the Selection System (policy & guidelines) document<sup>6</sup> of VLIR-UOS (see [8.2. background documents](#)).

## 5.2. Selection commission

### 5.2.1. Composition

A regional commission is qualified to evaluate project proposals. For this call, four regional commissions consisting of four members will evaluate the proposal. The regional commissions - for this call of proposals - are composed of the following countries:

- (i) Africa commission 1 (Great Lakes): DR Congo, Kenya, Rwanda, Tanzania
- (ii) Africa commission 2: Morocco, South Africa
- (iii) Latin America: Bolivia, Ecuador, Peru.
- (iv) Asia: Cambodia, Indonesia, the Philippines and Vietnam

### 5.2.2. Peer review

Not relevant for this call as the call is not open for TEAM project proposals.

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<sup>6</sup> An updated Selection System policy document (revision of 31 January 2019) is available on the VLIR-UOS website.

### 5.2.3. Follow-up of selection commission meeting

The selection meetings will take place in the 2<sup>nd</sup>-3<sup>rd</sup> week of September 2019 (*indicative*). During the meeting of the Regional Selection Committee the promoter is not expected to orally defend his/her proposal. The Bureau UOS will ratify this selection.

Once the Bureau UOS will have taken the final decision as to the selection of the project proposals, all promoters will be informed of the outcome of the selection process and the reasons for approval or rejection of their proposal(s).

All SI/JOINT 2020 selected by VLIR-UOS, will be integrated in the revised budget (due end of September 2019) for the remaining years of the VLIR-UOS multiannual actor programme and specific country programmes for the period 2017-2021, and submitted for approval by the Minister for Development Cooperation in the second semester of 2019.

## 6. Application modalities

### 6.1. Formulation

All projects need to be identified and formulated following the general principles of the Theory of Change approach and the Managing for Development Results paradigm. This involves formulating a project strategy, analysing stakeholders and identifying engagement strategies, defining objectives, identifying indicators, managing risks, integrating transversal themes, etc. VLIR-UOS foresees project formulation guidelines (cfr. [Background document 1](#)). These guidelines provide a clear and succinct overview of what is expected from the formulation process and provides ample examples. Use of these guidelines is strongly advised.

### 6.2. Formats

A project proposal for a South Initiative and JOINT project must comprise the following parts:

FORMATS	COMMENT
Proposal	
Logical Framework Matrix (LFM)- Operational Plan (OP) – Risk Matrix (RM)	
Budget	
CVs (short version)	
Written confirmation of local co-promoters	
List of topic related scientific documents	Optional

All compulsory fields are to be completed within the proposal format. The format must be signed by the Flemish and local promoter (can be an electronic signature).

Besides the documents listed above, other annexes are not accepted. They are not sent to the members of the selection committee.

For more information on the formats, see [section 8. 'Annexes and background documents'](#).

➤ **Written confirmation local co-promoter(s)**

In case (a) local co-promoter(s) is (are) involved in the project proposal, the project proposal has to contain a confirmation (e.g. e-mail) of the co-promoter(s) in which the co-promotership is confirmed. This is particularly relevant for projects involving networking/twinning between local partner institutions in the context of a specific country strategy.

➤ **Brief CV local and Flemish (co)promoters**

The local and Flemish (co)promoters, and the key researcher(s) involved, must submit a brief curriculum vitae, in a free format, but limited to the relevant information, in English (or French for DR Congo) (max. 2 pages).

## **6.3. Submission Modalities**

### **6.3.1. General**

Promoters are invited to submit full proposals in one round, meaning that immediately a full application form is submitted. Proposals are submitted in a phased system, first to the ICOS at the level of individual universities or university associations (relevant for the university colleges), and then to VLIR-UOS. Proposals should be submitted in English. Only for DR Congo the proposal can also be submitted in French<sup>7</sup>.

### **6.3.2. Online submission**

All project proposals must be submitted in the VLIR-UOS database located at [data.vliruos.be](http://data.vliruos.be).

Promoters/ICOS that already have an account in the database, can simply sign in using their username and password. Promoters/ICOS that do not have an account yet, should register. Note that you must assign an eligible Flemish institution to your account. If you do not, you will not be able to see this open call in the database.

For more information on how to submit your proposal in the VLIR-UOS database, please consult [background document 5](#). If you still have questions, please contact [data@vliruos.be](mailto:data@vliruos.be).

All annexes below must be uploaded as attachments in the VLIR-UOS database, prior to submission in the VLIR-UOS database. Promoters will no longer submit hard copies and as a result VLIR-UOS accepts scanned signatures in the application phase.

## **6.4. Deadline**

### **6.4.1. Project application**

This concerns the deadline that applicants should respect when submitting to the ICOS.

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<sup>7</sup> Note that the language in the VLIR-UOS database is English. However, the fields (to be filled in in the database) can be filled in in French for DR Congo.

**Proposals must be submitted to the ICOS of the Flemish university association** via the database (specific arrangements on how to proceed might be made at the level of the association, check with your ICOS how your institution deals with this internal procedure):

- at the latest on **14 May 2019**.

**How?** This can be done by clicking 'Submit to ICOS'. Please consult the manual for more information (see [background document 5](#)). Note that submitting your proposal in the database will take a minimum amount of time. It is therefore recommended to start this process a few days before the deadline at the latest.

After submission of the project proposal to the ICOS of the Flemish association, a first eligibility check will be done by the ICOS and the proposal will be updated by the promoters, if necessary.

The deadline for the submission of the final project proposals by the ICOS to VLIR-UOS is 4 June 2019 at 18h00 Belgian time.

## 6.5. Application support

The ICOS function as liaison between the VLIR-UOS secretariat and the individual Flemish institutions and academics/lecturers. The ICOS are the first line contact persons to assist the promoters with the elaboration of their project proposal (eligibility check, explanation of the financial guidelines, assistance in the elaboration of the logical framework matrix, etc).

As a general principle support will be provided in a multi-stage process, in which applicants first contact the ICOS on the level of their institution. Where needed, the ICOS will cluster and forward those questions they cannot answer to VLIR-UOS. Questions related to the VLIR-UOS database can be sent or forwarded to [data@vliruos.be](mailto:data@vliruos.be).

In the case of this call at least 1 centralized information session SI and JOINT (or a session per association and a specific university colleges session) will be organised in Brussels on **12 March 2019**. Training session(s) on renewed M&E guidelines and database submission can also be organised on request, centrally or at level of the associations. Please check our [website](#) or the ICOS for updates.

### 6.5.1. Contact addresses of the ICOS

University Association	Name	Address	Phone	Email
KU Leuven Association	Tupac Calfat	International Office, VLIR-UOS ondersteunde programma's Naamsestraat 63 - bus 5001, 3000 Leuven	+32 16 37 94 40	<a href="mailto:Tupac.Calfat@kuleuven.be">Tupac.Calfat@kuleuven.be</a>
Associatie Universiteit Hogescholen Antwerpen &	Katharina Verstraelen	International Relations Office Gratiekapelstraat 10, 2000 Antwerpen, Belgium	+32 3 265 44 07	<a href="mailto:Katharina.Verstraelen@uantwerpen.be">Katharina.Verstraelen@uantwerpen.be</a>
Ghent University Association	Nancy Terryn	Dienst Onderzoeksangelege	+32 (0) 9 264 98 14	<a href="mailto:Nancy.Terryn@ugent.be">Nancy.Terryn@ugent.be</a>

		nheden - Afdeling Onderzoekscöördinatie Sint-Pietersnieuwstraat 25, 9000 Gent		
Associatie Universiteit- Hogescholen Limburg	Stephanie Frere	Dienst Internationalisering en Ontwikkelingssamenw erking (DIOS), Campus Hasselt, Martelarenlaan 42, 3500 Hasselt'	+32 (0) 11 26 80 15	<a href="mailto:Stephanie.Frere@uhasselt.be">Stephanie.Frere@uhasselt.be</a>
Universitaire Associatie Brussel	Jannes Motmans	Vrije Universiteit Brussel International Relations and Mobility Office Pleinlaan 2, 1050 Brussel	+32 (0)2 614 80 66	<a href="mailto:Jannes.Motmans@vub.ac.be">Jannes.Motmans@vub.ac.be</a>

## 6.5.2. Contact at VLIR-UOS

Topic	Name and function	Phone	Email
General policy/country-specific info for <b>Ecuador</b>	Peter De Lannoy <i>Head of Programmes</i>	+32 2 550 19 64	<a href="mailto:Peter.Delannoy@vliruos.be">Peter.Delannoy@vliruos.be</a>
<b>M&amp;E policy</b> and project formulation guidelines	Koen De Koster <i>Strategy and quality adviser</i>	+32 550 19 69	<a href="mailto:Koen.Dekoster@vliruos.be">Koen.Dekoster@vliruos.be</a>
Country-specific info for <b>Kenya and Tanzania</b>	Herman Diels <i>Programme manager</i>	+32 2 550 19 62	<a href="mailto:Herman.Diels@vliruos.be">Herman.Diels@vliruos.be</a>
Country-specific info for <b>DR Congo and Morocco</b>	Kathleen Wuytack, <i>Programme manager</i>	+32 2 289 05 55	<a href="mailto:Kathleen.Wuytack@vliruos.be">Kathleen.Wuytack@vliruos.be</a>
Country-specific info for <b>Bolivia and Peru</b>	Wannes Verbeeck <i>Programme manager</i>	+32 2 550 19 68	<a href="mailto:Wannes.Verbeeck@vliruos.be">Wannes.Verbeeck@vliruos.be</a>
Country-specific info for <b>South Africa, Vietnam and Cambodia</b>	Christophe Goossens <i>Programme manager</i>	+32 2 550 19 65	<a href="mailto:Christophe.Goossens@vliruos.be">Christophe.Goossens@vliruos.be</a>
Country-specific info for <b>the Philippines, Indonesia and Rwanda</b>	Inge Vandevyvere <i>Programme manager</i>	+32 2 550 19 67	<a href="mailto:Inge.Vandevyvere@vliruos.be">Inge.Vandevyvere@vliruos.be</a>

## 7. Timeline

STEP IN PROCESS	RESPONSIBLE	DATE
Launch Call	VLIR-UOS Secretariat	19 February 2019
Deadline for Submission to ICOS	Flemish academics	14 May 2019
Deadline for Submission by the ICOS to VLIR-UOS	ICOS	4 June 2019 (18h00 Belgian time)
Eligibility Check	VLIR-UOS Secretariat	Confirmed at the Bureau UOS meeting of 28 June 2019
Notification of Eligibility	VLIR-UOS Secretariat	A.s.a.p. (max. 3 working days) following the above mentioned Bureau UOS meeting
Selection Commission Meeting	VLIR-UOS Secretariat	2 <sup>nd</sup> -3 <sup>rd</sup> week of September 2019 (indicative)
Ratification of Selection	Bureau UOS	Last week of September 2019 (indicative)
Notification of Selection	VLIR-UOS Secretariat	As soon as possible after the Bureau UOS meeting, indic. 1 <sup>st</sup> week of October 2019
Indicative signing of contract	VLIR-UOS and partner institutions	December 2019
Start of project	Project promoters	1 January 2020
End of projects	Project promoters	All projects will end ultimately 31 December 2021, no extensions will be possible as this will also be the end of the VLIR-UOS Five-Year-Programme

## 8. Annexes and background documents

### 8.1. Enclosed formats (annexes)

Formats that are enclosed and which have to be submitted:

<p><a href="#">Annex 1</a>: Format for a project proposal  <a href="#">Annex 1a</a> South Initiatives  <a href="#">Annex 1b</a> JOINT</p>	<p><i>This format is to be followed when drafting the project proposal.</i>  <i>Please note that for JOINT projects a specific format -included as annex 1b for JOINT projects- is to be used.</i></p>
<p><a href="#">Annex 2</a>: Format for the logical framework matrix, the operational plan and risk management matrix</p>	<p><i>A project proposal is only complete if a logical framework and an operational plan are added.</i>  <i>This document gives you the format of a logical framework, an indicative operational plan and a risk management matrix.</i></p>
<p><a href="#">Annex 3</a>: Budget proposal</p>	<p><i>A project proposal is only complete if a duly completed and detailed budget is added. This document gives you the format of a budget table.</i></p>
<p>Curricula vitae</p>	<p><i>A project proposal is only complete if a brief CV (max. 2 pages) of all Flemish and local (co-)promoters is added</i></p>
<p>Confirmation of local co-promotership</p>	<p><i>A project proposal is only complete if a written confirmation of co-promotership by the local co-promoter(s) is added (if applicable) (free format: document/email)</i></p>
<p>List of scientific documents</p>	<p><i>List of topic related scientific documents available (max. 3 pages) (optional)</i></p>

### 8.2. Background documents (accessible at [www.vliruos.be](http://www.vliruos.be))

Following background documents can be downloaded from the VLIR-UOS website when formulating a project proposal (background doc 1 to 6: generic guidelines for project formulation and financial guidelines; background doc 7 to 19 – document per country) :

<p><u>Background document 1:</u>  <a href="#">Formulation Guidelines</a> for TEAM, South Initiatives and JOINT projects (specific for departmental project proposals) (version of February 2019).</p>	<p><i>This document provides you with explanation on the M&amp;E concepts that are to be applied when elaborating a project proposal. More information on the transversal and priority themes can also be found in the document</i></p>
<p><u>Background document 2:</u>  VLIR-UOS <a href="#">financial guidelines</a> for departmental projects (TEAM/South Initiatives/JOINT projects) (updated version of 28 February 2018)</p>	<p><i>The VLIR-UOS financial guidelines indicate what expenses are allowed in the framework of departmental projects, which budget lines are foreseen in the</i></p>

	<i>budget plan and how expenses have to be accounted for (for per diem and hotel allowances, and scholarship guidelines and allowances, see background documents 3 and 4).</i>
Background document 3: VLIR-UOS <a href="#">Hotel and per diem allowances from the 6th of July 2018</a>	<i>Those amounts are to be used to budget the hotel and per diem costs for international visitors.</i>
Background document 4: Allowances and guidelines for <a href="#">scholarships</a> facilitating a stay in Belgium	<i>Those rules and amounts are to be used to budget the scholarship costs for all projects. Please note that the scholarship guidelines were revised in 2018.</i>
Background document 5: Instructions for the submission of proposals via the <a href="#">data-base</a>	<i>This document provides you with explanation on how to submit a project proposal via the database</i>
Background document 6: <a href="#">VLIR-UOS Selection System – Policy and Guidelines (updated version of 31 January 2019)</a>	<i>The selection system document describes the selection modalities for all VLIR-UOS calls for proposals, and relevant here is the chapter on the regional selection commissions and calls for departmental projects.</i>

Background doc 7 to 19 – documents per country, with information on the country strategy and the joint strategic framework (*Projects should maximally align with the identified themes and priorities for cooperation in the country strategy and look for synergy and complementarity with the listed actors*):

Background document 7: <a href="#">Bolivia</a>
Background document 8: <a href="#">Cambodia</a>
Background document 9: <a href="#">RD Congo</a>
Background document 10: <a href="#">Ecuador</a>
Background document 11: <a href="#">Indonesia</a>
Background document 12: <a href="#">Kenya</a>
Background document 13: <a href="#">Morocco</a>
Background document 14: <a href="#">Pe ru</a>
Background document 15: <a href="#">Philippines</a>
Background document 16: <a href="#">Rwanda</a>
Background document 17: <a href="#">South Africa</a>



Background document 18: [Tanzania](#)

Background document 19: [Vietnam](#)

# Abbreviations

ANGC	Belgian Actor of the Non-Governmental Cooperation
DGD	Directorate General for Development Cooperation and Humanitarian Aid
FYP	Five Year Programme
HEI	Higher Education Institution(s)
ICOS	Institutional Coordinator for Development Cooperation
ITS	Information and Technology Services
IUC	Institutional University Cooperation
JCA	Joint Context Analysis
JOINT	Joint (inter)national Academic Networking project
JSF	Joint Strategic Framework
LFM	Logical Framework Matrix
OP	Operational Plan
PCM	Project Cycle Management
RMM	Risk Management Matrix
RIP	Research Initiative project (intervention type ex ante 2017)
SI	South Initiative project
TEAM	TEAM project
ToC	Theory of Change
UOS	Universitaire Ontwikkelingssamenwerking (University Cooperation for Development)
VLIR	Vlaamse Interuniversitaire Raad (Flemish Interuniversity Council)
VLIR-UOS	VLIR-Universitaire Ontwikkelingssamenwerking (VLIR-University Cooperation for Development)
ZAP	Zelfstandig Academisch Personeel (Independent Academic Personnel)