

**Notes from international collaboration projects workshop in Riyadh
8/10/2018**

The RDO will reflect the discussion in the FAQ's in its website. however, this a summary of my notes.

#	Question	answer
1	How will the proposals be evaluated?	by a panel of international experts. Basically, outstanding quality , collaboration, alignment with national priorities.
2	what intern reports are required and in which format?	Will be announced for accepted proposals
3	is it possible to collaborate with any university in the world?	No. Only recommended universities, in the site of MOE. None from places with current issues.
4	is there a more detailed proposal form?	only the one in website!
5	Is it possible to a faculty member to participate in more than two projects even without payment?	No. Not in any form. Faculty should focus and be competitive.
6	Can we collaborate with more than one international institution in one proposal? if yes, who should the split be ?	Yes, as the PI decides. Maximum 1/3 of budget to all international institutions.
7	Is it possible to collaborate with international companies or research centers	Yes
8	How much is the yearly salary of the PI?	3 basic salaries as in guides lines.
9	How much is the yearly salary of the PI?	2 basic salaries as in guides lines. Use reasonable figures as in their countries.
10	Is there a difference on salary for PI's in governmental universities between Saudi and non-Saudi.	No difference, the same rule: 3 basic salaries per year.

1 1	Is it required for the PI to spend some time with international collaborator? or the CI to spend some time in Saudi?	this is flexible but has to be in proposal and justified.
1 2	What is the maximum number of team members?	flexible but has to be well justified!! PI Each CI name and CV should be included along with their roles and salaries. However, for students and temporary staff: the job and salary of each must be clear and well justified. Names may be added if known.
1 3	What is the form of letter of support to the international collaborator?.	as in the guide lines.
1 4	How to release budget for the international collaborator?	Flexible, the PI is fully responsible and accountable for project. however, it has to be in spend plan & reviewed & has to be justified in proposal, any changes had to be explained. it is in the interest of the country to share big equipment.
1 5	What percentage of budget will be released in first year? more is needed for equipment purchase!	the rule is one third. However, this may be changed if well justified.
1 6	Who owns the resulting intellectual property and patents?	Under discussion, up to now it's for university to decide. In UQU, it is for the university!
1 7	How to send proposal to RDO?	Submission link will open in few days will be sent by email to DSR and will be posted on its web site.
1 8	Is it possible to modify a proposal after submission?	No, except for very strong reason.
1 9	What is the plagiarism limit allowed? And how to check?	This is decided by university!!

		For UQU, we follow KACST rules. Researcher may use on line plagiarism service from DSR portal.
2 0	Which PI's & CI's email to use?	Email must be official institutional (.edu)
2 1	Who are eligible PI's?	Must be from a Saudi university: Governmental universities: Saudi or non-Saudi Faculty Private university: only Saudi faculty members.
2 2	Is it possible to purchase equipment outside Saudi Arabia	NO, All equipment purchases must be done inside Saudi Arabia. No equipment should be shipped outside Saudi Arabia.
2 3	What is the form of the letter of support.	Letter of support: no special form, commitment including equipment and salary and support :the aim is to make sure the CI's universities are informed and agree. It should be directed to RDO.
2 4	how to write budget for mobility and consumables?	Mobility and consumables: No ceiling percentage from total budget except guide lines and well explanation.
2 5	How to make budget allocation for team members?	May include research team and graduate students within and outside Saudi Arabia as needed. For salaries, No ceiling percentage from total budget. Note, postdoc in us is different from UK, however this may be benchmarked. Use Benchmarking to justify!
2 6	is it possible to lump sum team salaries?	No, Must show in proposal amount for each member of team

2 7	Are there any rules for budget allocations of different categories?	In the budget: no extra limits as long as clear justification is given. Clear spend plan is a must.
2 8	submission process: how does university endorse a proposal? How about internal review	All PI's must do: plagiarism check, get support approval from university, and align project with Univ. Strategy. It is required to get permission to apply. Some universities will send RDO an excel sheet with all proposals. Others will send applications through an office in the university. Each university will receive and email to confirm the submissions from it.
2 9	how to improve the submission process.	Send a feedback form to improve the process.
3 0	What steps will be taken to use the project outcomes?	This is very important and will be announced later.
3 1	what are required project outcomes?	Accepted projects will know expected outcomes before signing the contract. exceptionally excellent are expected, like high impact publications are expected along with training of postdocs and pg. students and lots of involvement of faculty and student. Universities may have their own requested outcomes!
3 2	How will you deal with inflating research budget?	Peer review will help find it, this will harm project. The project might be rejected. If it is exceptionally good, budget may be reduced!
3 3	What is the role of Deanships of Scientific research?	They are partners to PDO. they participate in the process, facilitate application for faculty members, and help in application process. They represent the university in legal and administrative jobs.

3 4	is it possible to hire somebody full time to do a specific job?	yes, with preset amount of budget in the proposal.
3 5	Is it possible to get information about submitted proposals?	all winning proposals will be announced along with PI's contacts.
3 6	Is there a plan to build a data base of researchers?	RDO will have a data base of researchers and research projects: who are working and their specialties and capabilities.
3 7	On which basis will the proposal and reports reviewed?	there will be two reviews in each phase: technical and financial.
3 8	In resulting publications, how to put affiliation ?	Affiliation is to the institution. However, the international collaboration program of the RDO must be acknowledged!