



**CALL FOR APPLICATIONS FOR SUPPORT TO PRESENT AT INTERNATIONAL
CONFERENCES, 2019/2020 FINANCIAL YEAR**

1. **Introduction:** The University of Rwanda, Directorate of Research and Innovation (UR-DRI) gives support to UR researchers to present papers at internationally peer reviewed Conferences. For the 2019/2020 financial year, the grants scheme is funded under the Research Management Support Sub-Programme of the UR-Sweden Programme for Research, Higher Education and Institutional Advancement through the Swedish International Development Agency (Sida). The aim of the Grant Scheme is to provide UR researchers with networking opportunities and get peer critique of their research results.
2. **Criteria for funding:** Academic staff whose abstracts (or full papers) have been accepted for **oral presentation**, and who meet the following criteria: (i) The paper must be presented in international research conference and be accepted for publication or be already published in an indexed journal. (ii) Only applications that can be supported within the budget limits will be funded. However, partial funding is also possible provided proof of the other support is given. (iii) Posters, short presentations as well as Keynote speeches that are not based on research findings are not eligible for funding (iv) Supported applicants will submit a report of attendance to the the Vice Chancellor with a copy to UR-DRI within 8 days of closure of the conference.
3. **When to apply:** Applications are invited anytime time from 1st September 2019
4. **How to apply:** Any applicant who meets the criteria will send his/her application to College Director of Research and Innovation. The College will select two applications to be recommended for support by the fund and inform the applicants in writing. The College DRI will send the selected applications with proceedings of their selection to the UR-DRI for processing. **Where the College has a Sida Subprogramme aligned to the area of the conference or decipline, the CDRI should submit the doscuments to the Subprogramme Teamleader for consideration first before sending the application to UR-DRI.**
5. **Attachments:** Before release of funds, the UR-DRI will require from the selected applicants (i) Proforma invoice for registration fee, airticket booking and proforma, & travel insurance (ii) Letter of invitation (signed) for oral presentation, (iii) The manuscript, (iv) The conference programme (v) The estimated budget, and (v) The mission clearance.
6. **Budget Ceiling:** RWF 3,168,000 (three million one hundred sixty eight thousand Rwanda francs) per grant.
7. **Who is not eligible:** Since the grants are limited, the following will not be supported: (i) Recipients of the Ordinary Research Grants and Post-doc grants whose research projects are ongoing and whose conference attendance and presentation should come from their grant budgets (ii) UR staff on PhD studies with UR sponsorship whose study budgets include conference attendance and presentations and will not be supported unless proof is provided to the contrary (iii) Staff from colleges whose Sida funded subprorammes have funds to support them to attend conferences.

Issued by: Prof. Deogratius Jaganyi
University Director of Research and Innovation
University of Rwanda
Date: 29 August 2019