

RSA 2009 Competition

STAGE 3

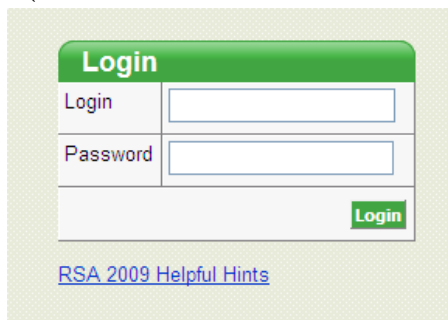
Full Proposal Submission Instructions

Before accessing the portal; NRF advises that you:

1. Read the helpful hints (<http://www.nrf.ae/ref/RSA 2009 Presentation.pdf>).
2. Review the RSA Call for Proposal Document (http://www.nrf.ae/ref/17-11-2008 NRF_RSACall.pdf).
3. Obtain a scanned copy of your letter of institutional endorsement from your research office prior to submitting your application.
4. Have your six documents ready to upload to the portal.

The following steps must be followed:

1. Login using your email address in the 'User Name' field (name@company.com).
2. Use your RSA Confirmation Number (RSA-1108-00xx or RSA-1108-00xxx) as your password.




3. Confirm your personal details.

Step 1 of 2 (Cover Sheet)

Please ensure that you complete the required Fields. The required fields are indicated by *
 You May NOT Proceed to Next Step unless you complete all the required fields in Step 1.

If you have any technical difficulty please contact rsa@nrf.ae

Confirmation Number	RSA-1108-xxxx
Project Title	xxx
Lead PI Information	
Name:	xx xxx xxxxx
Institution:	xxx
PHD Date: (dd/mm/yyyy)	6/2/2009  *
Mobile:	(xxx)xxx-xxxx
Landline:	(xx)xxx-xxxx
Email:	xxx@xxx.com



4. Select a Frascati Domain.

Previous Domain Classification: xxx

Frascati Domain Classification: **Select Value** * [Frascati Manual](#)

Total Number of Co-PIs: []

Co-PI Information
Please enter upto 5 co-PIs in your cover sheet.

No.	Title	First Name	Last Name	Institution	PHD Date (dd/mm/yyyy)
1	Select Value	[]	[]	Select Value	[]
2	Select Value	[]	[]	Select Value	[]
3	Select Value	[]	[]	Select Value	[]
4	Select Value	[]	[]	Select Value	[]
5	Select Value	[]	[]	Select Value	[]

1.1 Mathematics
1.2 Computer and information sciences
1.4 Chemical sciences
1.5 Earth and related Environmental sciences
1.6 Biological sciences (Medical, Agricultural)
1.7 Other natural sciences
2.1 Civil engineering
2.2 Electrical, Electronic, and Information engineering
2.3 Mechanical engineering
2.4 Chemical engineering
2.5 Materials engineering
2.6 Medical engineering
2.7 Environmental engineering
2.8 Environmental biotechnology
2.9 Industrial biotechnology
2.10 Nano-technology
2.11 Other engineering and technologies
3.1 Basic medicine
3.2 Clinical medicine
3.3 Health sciences
3.4 Medical biotechnology
3.5 Other medical sciences
4.1 Agriculture, Forestry, and Fisheries
4.2 Animal and Dairy science
4.3 Veterinary science
4.4 Agricultural biotechnology
4.5 Other agricultural sciences
5.1 Psychology
5.2 Economics and Business

5. Complete all the required fields including Co-PI details, three core disciplines and three keywords, annual budget summary, and the Project Summary.

Co-PI Information
Please enter upto 5 co-PIs in your cover sheet. If you have more than 5co-PIs you may include their CVs in your Biographical Data Document.

No.	Title	First Name	Last Name	Institution	PHD Date (dd/mm/yyyy)
1	Select Value	[]	[]	Select Value	[]
2	Select Value	[]	[]	Select Value	[]
3	Select Value	[]	[]	Select Value	[]
4	Select Value	[]	[]	Select Value	[]
5	Select Value	[]	[]	Select Value	[]

Keywords

1. [] *

2. [] *

3. [] *

Core Disciplines

1. [] *

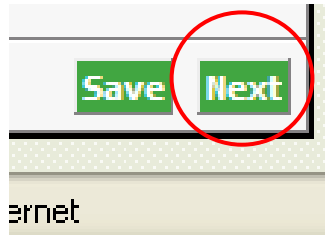
2. [] *

3. [] *



Budget Information	
i. Year One *	<input type="text"/> (AED)
ii. Year Two *	<input type="text"/> (AED)
ii. Year Three *	<input type="text"/> (AED)
Total	<input type="text"/> (AED) [max 1.0 Million AED over three years]
Project Summary * (text only) [max 900 words]	<div style="border: 1px solid #ccc; height: 100px;"></div>
<input type="button" value="Save"/> <input type="button" value="Next"/>	

6. Hit the **Next** button at the bottom of the page.



(PLEASE NOTE YOU MAY SAVE YOUR APPLICATION, HOWEVER A SAVED APPLICATION IS **NOT** CONSIDERED A SUBMITTED APPLICATION UNTIL YOU CLICK ON THE **FINALIZE** BUTTON ON STEP 2 OF 2 OF THE ELECTRONIC APPLICATION TEMPLATE)

7. Upload your 6 documents, one at a time: (The maximum size of upload per file is 5MB. You will be able to upload the following extensions: *.pdf; *.doc; *.docx;*.xls; *.xlsx; *.jpg.)
- Project Description (maximum 10 Pages)
 - References Cited (no page limit but keep it reasonable)
 - Biographical Data (single document contains the cvs for PI, and any & all Co-PIs) (maximum of 3 pages for the PI & 3 pages for each Co-PI)
 - Institutional Endorsement (official letter from the host institution)
 - Budget (max 2 pages)
 - Supplementary Documents



Step 2 of 2

Please ensure that you complete the required Fields. The required fields are indicated by *
You May NOT FINALIZE your submission unless you have Uploaded all 6 required Files.

If you have any technical difficulty please contact rsa@nrf.ae

Uploaded Files			
Title ▲ ▼	File Name ▲ ▼	Date Uploaded ▲ ▼	Remove?
No Files Uploaded			
Number of Files Uploaded: 0			

Please Upload the following 6 files separately:

- Project Description (max 10 Pages)
- References Cited (no page limit but keep it reasonable)
- Biographical Data (single document contains the cvs for both PI and Co-PI) (max 3 pages for each PI or Co-PI)
- Institutional Endorsement (official letter from the host institution)
- Budget (max 2 pages)
- Supplementary Documents (ex. letters of collaboration ... etc.)

The maximum size of upload per file is 5MB. Please note that you may upload files with the following extensions:
*.pdf; *.doc; *.docx; *.xls; *.xlsx; *.jpg.

Attachment*	Select Value ▼	
File Name*	Select Value Project Description References Cited Biographical Data Institutional Endorsement Budget Supplementary Document	...wse... <input type="button" value="Upload"/>

CERTIFICATION

8. Read and Agree to the Certification

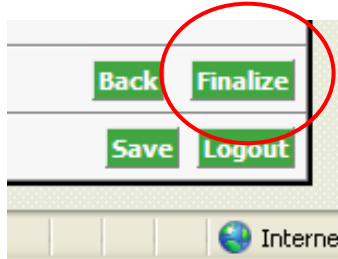
CERTIFICATION

I hereby declare that the information provided in this form is genuine and that I have the authority to submit it to the National Research Foundation and I certify that this submission conforms to the Research and Scholarship Awards Program 2009 Call for Submission of Proposals guidelines and related Terms and Conditions document.

Agree*



9. Hit the **Finalize** button.



(PLEASE NOTE YOU MAY SAVE YOUR APPLICATION, HOWEVER A SAVED APPLICATION IS **NOT** CONSIDERED A SUBMITTED APPLICATION UNTIL YOU CLICK ON THE **FINALIZE** BUTTON ON STEP 2 OF 2 OF THE ELECTRONIC APPLICATION TEMPLATE)

10. You will be directed to a confirmation page which summarizes your submission

11. You will receive an email confirmation.

Remember:

The deadline to receive the Full Proposal is **Tuesday, June 16, 2009 @ 13:00**. Failure to lodge the Full Proposal by that time and date invalidates the applicant from this competition. NRF suggests that you do not leave the uploading of your proposal to the last hour before the deadline. The Portal will be turned off promptly at 13:00. NRF advises that you complete the uploading process as soon as possible.

If you have any questions or technical difficulties please contact rsa@nrf.ac

Important Note:

Please note that if you have not received a confirmation of receipt for your proposal you probably only saved your file and did not finalize your submission. It is your responsibility to ensure that you have finalized your submission.