



HIGHER EDUCATION COMMISSION

H-9, ISLAMABAD-PAKISTAN

A&C Division

No.15-51/A&C/2019/HEC/1686

Dated Thursday the August 20, 2020

NOTIFICATION

Subject: **Eligibility for HEC Competitive Research Grants**

1. Except where stated otherwise in the call for proposals, **all faculty members in public and private sector Degree Awarding Institutions (DAIs)** are eligible to apply for HEC competitive research grants.
2. **Collaborating Institutions:** HEC recognizes the following as collaborating institutions. A full list shall be made available on the HEC web site:
 - a. Other public sector DAIs.
 - b. Private sector universities and DAIs.
 - c. University-Based Research Centers: these include Centers of Excellence (CoE), Area Study Centers (ASC), Pakistan Study Centers (PSC), Centers of Advanced Studies (CAS), or other Centers or Institutes established under their own laws and located in a public sector DAI. The full time research staff of these organizations will be treated as the employees of their parent HEI.
 - d. Public Sector R&D organizations not affiliated¹ with HEIs: these include specialized research organizations established by the government under special laws, and under the aegis of the relevant ministry in the federal or provincial governments. These cover such sectors as agriculture (e.g., the PARC system, the PARB system, NIBGE etc.), health (NIH), water (PCRWR), climate change (GCISC), energy (PAEC, PCRET, NEECA), electronics (NIE), space (SUPARCO), and chemicals (PCSIR).
3. **Principal Investigator (PI):** Only full-time faculty members at public sector and private sector DAIs, including research staff of the university-based research institutions, are eligible to submit research applications as PI. All research applications have to be submitted through the ORIC of the sponsoring DAI. Applications submitted directly from other collaborating institutions will not be entertained. They may, however, participate as team members or Co-PIs in proposals submitted by eligible researchers.
4. **Research Teams:** other members of the research teams, including Co-PIs, may be from the sponsoring DAI, or from a collaborating institution. The funding application should include a signed and dated CV as well as a letter of consent from each proposed team member.
5. **Process:** funding applications must be submitted by an eligible PI from an eligible DAI, as per the eligibility criteria laid out in the announcement.
 - a. **Institutional Ownership:** The supporting documents with the application should include the sponsorship by the head of the eligible DAI, not the head of a subordinate unit or a subordinate campus-based research center or institute. The DAI would be responsible

¹ R&D organizations that are not constituent part of the HEIs.

for managing the project funds, providing timely progress reports (both financial and substantive), and ensuring quality.

- b. **Options for Collaboration:** In case of collaborative applications, the PI may propose one of three options, i.e., (i) internal allocation to a university based research center or institute, (ii) sub award to a collaborating institution, or (iii) an arms-length service contract with the institution or the individuals in the collaborating teams. The three options have different financial and legal requirements.
 - c. **Internal Allocation:** the proposal should include a letter of support from the head of the internal institution. The overhead costs will be allocated to the principal institution, and not to the subordinate institution.
 - d. **Sub-awards:** funding through sub-awards, for each collaborating institution, may be proposed by the PI at the time of the submission of the application. These should include a similar letters of support from the heads of each of the collaborating institutions. If the collaboration is approved, HEC will enter into separate contracts with the sub-awardee institutions. The principal institution will be eligible to receive overheads only for the amount in the main award, and not for any sub-awards. Eligible collaborating institutions may be entitled to Basic Overheads (5%).
 - e. **Arms-Length Contracts:** In case, the grant is awarded to a single institution, it may enter into contractual agreements with other institutions, or engage other researchers on short term contracts, subject to observance of the usual legal formalities.
6. This issues with the approval of the competent authority.



(Samina Durrani)
Deputy Director (A&C)

Distribution to:

- i. The Vice Chancellors/Heads of all the public and private sector Universities/DAIs
- ii. The Directors of the University based Research Centres
- iii. The Director ORICS of all the public and private sector Universities/DAIs

CC. to:

- i. E.S. to the Chairman, HEC
- ii. E.S. to the ED, HEC
- iii. DG(Finance), HEC
- iv. In charge Audit, HEC
- v. DG(A&A), HEC