

**MARITIME POLICY RESEARCH GRANT CALL ON
GLOBAL MARITIME RESEARCH, KNOWLEDGE AND
INNOVATION HUB ECOSYSTEM BENCHMARKING STUDY**

**GRANT CALL
2022**

CALL-FOR-PROPOSALS

**Singapore Maritime Institute,
460 Alexandra Road,
#20-00 mTower,
Singapore 119963**

BACKGROUND

1. Singapore Maritime Institute (SMI) has a mission of establishing Singapore as a leading global maritime research centre of excellence in Next Generation Port, Smart Shipping and Green Technologies. This is in line with our vision of building a world-class global maritime knowledge hub driven by research and innovation.
2. In order to understand our global position and chart our progress towards the vision, it is important to be able to have a thorough understanding of Singapore's Research and Development (R&D) and innovation landscape and to internationally benchmark it against leading maritime nations with strong R&D ecosystems.
3. The Grant Call shall conduct rigorous research to identify and propose a matrix or measurement index to benchmark the maritime R&D ecosystem, and recommend ways to elevate Maritime Singapore R&D in the proposed matrix.
4. The Grant Call allows SMI to align our current maritime R&D baselines such as the key ecosystem constituents, their current size and scale needed, their contributions and connectivity in the ecosystem, and help us determine future growth Key Performance Indicator (KPI) targets to work towards in order to realise our vision.
5. The Grant Call will be open from 15 September 2022 to 31 October 2022.

SCOPE OF STUDY

6. The Study shall constitute a comprehensive and holistic framework considering factors related to maritime R&D, technology and innovation ecosystem as well as policies surrounding Singapore's position as an international maritime RnD hub. It shall be evidence-based with rigorous analysis and be supported by an established international maritime benchmarking entities such as but not limited to classification societies or consulting companies.
7. The study shall address these objectives:
 - a. Map out Singapore's existing maritime research and innovation ecosystem;
 - b. Study and recommend key indicators for a global maritime research and development, knowledge and innovation hub;
 - c. Review Singapore's current performance and perform international benchmarking for a global leadership position; and
 - d. Identify priorities and gaps with recommendations to strengthen and grow the ecosystem and improve Singapore's global standing as a maritime research, knowledge and innovation hub
8. The study should be completed in 9 months upon the project start date, with the outcomes to be presented at the SMI forum in October 2023. The final report shall be submitted by the end of 12 months from the project start date.

ELIGIBILITY CRITERIA

9. The Study is open to Researchers (and associated R&D team) from Singapore-based organisations. This is limited to Institutions of Higher Learning (IHLs), Research Institutes (RIs) and not-for-profit research laboratories and units in Singapore.
10. The Organisation shall have a designated Research office or equivalent who will be responsible for the grant applications or funded projects of the organisation, including:
 - a. Supporting the Study;
 - b. Allowing Study to take place in organisation premises;
 - c. Ensuring necessary resources and infrastructure to effectively administer operational processes (fund disbursements, progress reporting, inventory management, etc.); and
 - d. Ensure the Researchers (and associated R&D team) has the necessary competencies and track record to ensure successful completion of the Study.
11. The main Researcher or Principle Investigator (PI) shall i) Hold a full-time appointment in an eligible R&D organisation; and ii) Possess domain knowledge of the maritime industry and a strong understanding of maritime R&D strategies and the R&D community.
12. Teams may choose to include multiple Researchers as Co-Principal Investigators (Co-PIs). At the point of application, Co-PIs must hold a full-time appointment in a Singapore-based IHL or Ris.
13. Teams may choose to include Collaborators who are researchers in private companies, overseas universities, or other local IHLs and public sector RIs.
14. All research work must be done in Singapore, unless approved by SMI.

FULL PROPOSAL SUBMISSION

15. Applicants are required to ensure that information submitted complies with SMI terms and conditions (T&Cs) and collaboration guidelines (Annex A). The following may result in the proposal being rejected without review:
 - a. Missing or wrong version of application forms;
 - b. Inappropriate format or incomplete applications;
 - c. The submission must have the Director of Research (DOR) or equivalent, endorsement before the grant call is closed. Please ensure the proposal are not in “Pending DOR verification” or “Pending DOR’s endorsement” stage. Submissions which are incomplete, late or not endorsed (electronically by the corresponding R&D Organisation) would not be considered.
 - d. Revisions to full proposals made after the datelines;
 - e. Proposals that do not align with the study objectives outlined in Paras 6-8 above;
 - f. Duplicates of proposals submitted to any other public funding agencies for simultaneous considerations; and
 - g. Applications that do not meet the eligibility criteria outlined in Paras 9-14.
16. The proposal must be written in English and present a comprehensive and concise case for support by completing the application document (Refer to **Annex B** Full Proposal Template).

17. Applicants must submit an accompanying presentation deck with the proposal. The presentation deck should include 10-12 slides in the main presentation deck. Additional reference slides can be included as an Annex to the presentation, where necessary.
18. Applicants must indicate if their proposal is also submitted for funding elsewhere and provide details on these other funding application(s).
19. Relevant privileged or confidential information should be disclosed to help convey a better understanding of the proposed project. However, such information should be clearly marked in the proposal.
20. Selected proposals will be invited to present to the Review Panel Committee (RP), comprising SMI, MPA, relevant technical and industry experts. The RP will then rank proposals based on the designated evaluation criteria. The evaluation matrix with the corresponding weightage for scoring, are listed in Table 1.

	Evaluation criteria	Weightage
A	Methodology <ul style="list-style-type: none"> - Is the proposed methodology robust and feasible/viable? - Are the characteristics and quality of data available appropriate for the proposed project? - Is the scope comprehensive and international benchmarks relevant? - Are the recommendations proposed upgradable/future-proof? 	40%
B	Industry Partnership and Technical competency <ul style="list-style-type: none"> - Does the research performer/team possess the necessary capabilities to conduct the research successfully? - Does the PI have the track record to lead and conduct the research successfully? - To what extent does the proposed industry partner's relevant experience and track record complement and contribute value add to the project? 	30%
C	Project management <ul style="list-style-type: none"> - Are there clear quantitative and qualitative milestone targets in the project plan with key deliverables? - Comprehensiveness of the project management plan, including risk analysis and mitigation plan - Does the project team have ready research resources to complete the study on time? 	15%
D	Project budget <ul style="list-style-type: none"> - Reasonableness of project budget 	15%

Table 1: Evaluation Criteria

21. The reviewers may seek additional information to elaborate or clarify areas described in the detailed proposal during the review process.
22. Applications will be accepted from 15 September 2022, 0900 Hrs and will close on 31 October 2022, 1500 Hrs (SGT) / GMT+8. Late submissions will not be accepted. Extension of submission deadline may be exercised at SMI's sole discretion.

23. All submitted proposal applications should receive an email acknowledgement by SMI within 3 working days. All applicants will be notified by no later end of Dec 2022 on the outcomes of their applications.
24. Projects should commence within **1 month of award**.

KEY TIMELINES

25. Interested applicants are to refer to the following table for the key activities:

S/N	Item	Date
1	Launch of grant call	15 Sep 2022
2	Grant Call briefing	28 Sep 2022
2	Full proposal Submission Deadline	31 Oct 2022
3	Shortlisting of proposals for evaluation	Nov 2022
4	Review of proposals	Nov 2022
5	Expected award of proposal	Dec 22/early Jan 23
6	Expected commencement of Study	Jan 2023
7	Presentation of Study/finding	Sep 2023
8	Presentation at SMI forum	In Oct 2023
9	Final Report	End Dec 2023

Table 2: Key Timelines

PROPOSAL EVALUATION AND AWARD PROCESS

26. A briefing will be arranged in September to allow any queries pertaining to the grant call to be addressed. Attendance at the briefing session is compulsory.
27. Full Proposals will be evaluated via a three-stage selection process: (i) Technical Review Committee, (ii) Review Panel Committee and (iii) SMI Governing Council. Applicants may be requested to make presentations as part of the evaluation process.
28. Applicants of this grant are allowed to collaborate with other institutions and industry partners.

FUNDING SUPPORT

29. Indirect Research Cost (IRC) may be claimed at a cap of 20% of the approved qualifying cost. The total funding support includes the IRC and approved qualifying direct costs of the R&D project.
30. All costs and expenses incurred by the applicant in preparing or submitting the proposal shall be borne entirely by the applicant.
31. All information and intellectual property generated from the study shall be owned by SMI.

DISCLAIMER

32. SMI reserves the right to reject any or all proposals submitted under this grant call. For the avoidance of doubt, the submission of any proposal may not necessarily lead to the award of a grant.
33. SMI shall have the absolute discretion to accept or reject any proposal submitted without being liable to give any reason thereof. SMI reserves the right to retain the proposals submitted by all parties without liability for the costs of such documents.
34. For avoidance of doubt, the proposals should also comply with all T&Cs stated in the SMI Grant Terms and Conditions and collaboration guidelines (Annex A).

CONTACT DETAILS

35. All proposals should **only be submitted** to the below email address with subject head "SMI Grant Call" followed by Host Institute and PI Name, (e.g. "SMI Grant Call, ABC University, Mr Loh Yee Wei).

Attn: Mr Loh Yee Wei
Singapore Maritime Institute
yeewei@maritimeinstitute.sg

LIST OF ANNEXES (TO BE ATTACHED SEPARATELY)

- Annex A – SMI Grant Terms and Conditions and Collaboration Guidelines
- Annex B – Full Proposal Template
- Annex C – Grant Call Briefing Deck¹

¹ To be shared after Grant Call Briefing Session