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| Guidelines for Reviewers |

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| About Africa-UniNet |
| With Africa-UniNet an instrument has been created to enable and strengthen existing and new interdisciplinary and transdisciplinary research cooperation between Austria and African countries.  *Africa-UniNet was initiated by the Austrian Federal Ministry of Education, Science and Research (BMBWF) and launched by the Austrian Agency for International Cooperation in Education and Research (OeAD-GmbH) and the University of Natural Resources and Life Sciences, Vienna (BOKU) in order to create a long-term, stable basis for cooperation between Austrian and African universities and research institutions. Africa-UniNet intends to promote new contacts and deepen existing scientific cooperation.*  Africa-UniNet promotes excellent research based on mutual knowledge exchange. It creates a space for international cooperation between researchers and with other actors by financing cooperative research projects. While the thematic scope of the projects is not restricted, they set out to contribute to the Sustainable Development Goals (SDGs). At the same time they enhance the scientific foundation of the involved institutions and reinforce the formation of the network itself by promoting new partnerships between Austrian and African universities and research institutions and by strengthening existing ties. Overall, they form the basis of a strong and profound Austrian-African Research Network – the Africa-UniNet.  Africa-UniNet endeavours to provide infrastructural and administrative structures that promote partnership-based cooperation between actors on a personal and institutional level. Projects can be submitted and coordinated by non-Austrian and Austrian partners alike. The General Assembly – in which all member institutions have equal voting rights – co-determined the orientation of the following financing measures within the Africa-UniNet statutes and in accordance with the special guideline of the Federal Ministry of Finance GZ 41.906/0003-V/7/2018 "Measures for Internationalisation". Please see <http://www.africa-uninet.at> for further information. |

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| Second Call for Africa-UniNet Research Cooperation Projects | 2021 |
| Africa-UniNet funds international research cooperation projects with at least one Austrian and at least one African university / university of applied sciences / research institution. *Only active members of Africa-UniNet are eligible to apply*. Both the African institution and the Austrian institution may assume the coordination of the project.  The aim of the projects is to promote excellent research and to contribute to the SDGs. They reinforce the formation of the network itself by creating new cooperation and by strengthening existing partnerships between Austrian and African universities and research institutions. They enhance the partnership between Africa-UniNet members and put the network on a profound scientific basis.  **Africa-UniNet Research Cooperation Projects**  Different types of project activities can be submitted for funding:   * Joint work on research questions * Joint development and implementation of research-based teaching and training * Joint development and implementation of trainings, workshops, seminars, conferences, alumni meetings * Joint work on publications * Joint supervision of students   All activities of the international research cooperation projects have to be research-centred and contribute to the SDGs.  In view of the current COVID-19 situation, activities have to be planned accordingly in order to ensure a safe-guarding of the project results, even if travel restrictions apply. The maximum project duration is two years.  **Funding framework and eligible costs:**  Funding can be only be provided for **mobility costs** = travel expenses and subsistence and accommodation costs during project-related travels. Exception: up to 3,000 euros **per project** can be allocated to equipment and materials – see specific requirements in section 3.   * Maximum of 10,000.00 euros in case of two partner institutions per year (maximum of 20,000.00 euros for 2 years) * Further 5,000.00 euros per additional partner institution per year, with a maximum of 6 partner institutions and a total of maximum of 30,000.00 euros per year (maximum, in case of 6 partner institutions: 60,000.00 euros for 2 years) * Duration: up to 2 years |

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| Selection Process and Schedule |
| **Call open**: 1 August 2021 – 30 September 2021  **Eligibility:** by the Africa-UniNet Office / OeAD, October 2021   * Application was submitted within the deadline, by the Africa-UniNet representative of the coordinating institution. * Complete application, including signatures. * Eligibility of institutions. * Eligibility of project coordinator and team members. * Compliance with financial regulations. * All documents have to be in English.   **Review process:** November and December 2021; Formally correct proposals will be evaluated by an evaluation group consisting of independent reviewers. They will assess the project proposals  individually and send them to the Africa-UniNet Office. There will not be a consolidation meeting.  All reviewers have to declare that they do not have a conflict of interest. Reviewers receive a honorarium of 100 euros per reviewed proposal. Reviewers will remain anonymous to the project partners and the members of Africa-UniNet, but not to the Africa-UniNet Office staff.  The reviews will consist of a scoring matrix (max. 100 points) and narrative assessments.  Evaluation criteria will be:   * Project design, quality of the project proposal and the partnership, contribution to the formation of the network (max. 50 points) * Contribution to the SDGs, integration of a gender and diversity perspective (max. 20 points) * Sustainability and application of results (max. 20 points) * Risk management and cost-effectiveness (max. 10 points)   **Preparation of a funding suggestion on the basis of the review process:**  A ranking of the proposals will be done on the basis of the average score of the reviews (maximum score 100). In order to facilitate a fair distribution of projects, preference is given to highest ranking project proposal of each submitting institution above the set threshold.  **General Assembly & BMBWF:** January/February 2022; If no meeting is possible, online resolution on the funding suggestion, forwarding to the BMBWF for approval  **Start of the projects:** After approval by the BMBWF the contract will be signed. Earliest possible project start will be 1st of March 2022. |

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| Completing the Review |
| We kindly ask you to fill in a reviewing form for each proposal. Please provide scores for the different sections and categories and complement the scores by a narrative assessment. Please make sure that the scoring and narrative assessments are aligned.  Maximum score is 100 points. The higher the scores, the better the rating of the proposal. A final score   * between 100 and 91 reflects a ‘very good’ project, * between 90 and 81 a ‘good’ project, * between 80 and 71 an ‘average’ project and * below 70 a ‘below average’ project   After completing the reviewing form, please complete and sign the form (Confirmation and Data Protection Regulations).  Please send the review within the set deadline to [africa-uninet@oead.at](mailto:africa-uninet@oead.at). |