



## PROGRAMMATIC SUPPORT GRANT INTERVENTION 2022/2023

### CALL FOR 2022-2023 PROPOSALS FOR ACCREDITED SCIENCE CENTRES

by the

**South African Agency for Science and Technology Advancement (SAASTA)**

for the

<b>Name of Science Centre:</b>	
<b>Contact Person:</b>	
<b>Contact telephone number:</b>	
<b>Alternate Contact Person:</b>	
<b>Contact telephone number:</b>	
<b>Please note that this call is only for the accredited science centres</b>	

<b>Grant number:</b>	NRF-SAASTA PSGI 2022_2023	
<b>Closing date:</b>	13 July 2022	
All proposals must be emailed to <a href="mailto:psgigrants@saasta.ac.za">psgigrants@saasta.ac.za</a> by 13 July 2022 on or before 12am.		
<b><u>Proposals submitted in any other format AND after the set deadline will be DISQUALIFIED.</u></b> <i>The onus is on the applicant to submit on time and avoid any technical delay.</i>		
<b>Technical enquiries may be directed in writing to:</b>		<b>Grants management enquiries may be directed in writing to:</b>
<b>Section</b>	Project content enquiries	Grants process enquiries
<b>Contact person</b>	Thandamanzi Mtsweni Vanessa Naidoo	Maphefo Chauke
<b>E-mail address</b>	<a href="mailto:TS.Mtsweni@saasta.nrf.ac.za">TS.Mtsweni@saasta.nrf.ac.za</a> <a href="mailto:V.Naidoo@saasta.nrf.ac.za">V.Naidoo@saasta.nrf.ac.za</a>	<a href="mailto:ML.Chauke@saasta.nrf.ac.za">ML.Chauke@saasta.nrf.ac.za</a>

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## PSGI SCIENCE ENGAGEMENT FUNDING

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### INTRODUCTION TO NRF

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The National Research Foundation Amendment Act 19 of 2018 establishes the National Research Foundation (“NRF”) as the juristic entity that makes this Grant Call for Proposals and will enter into a contract with the awarded Grant Holder.

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### INTRODUCTION TO SAASTA

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The South African Agency for Science and Technology Advancement (SAASTA), a business unit of the National Research Foundation (NRF) is the national coordinator of science engagement programmes of the Department of Science and Innovation (DSI). The DSI, through the science engagement programmes, seeks to create a society that is knowledgeable about science issues, able to form their own opinion and scientifically literate. The Department believes that the envisaged society will be realised through a set of initiatives in the implementation of its Science Engagement Strategy (SES), of which the DSI-led cross-sectoral integrated science engagement initiatives are among them.

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### INTRODUCTION TO THE PROJECT

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DSI identified science centres as strategic partners in the implementation of science engagement in the country. A funding instrument is created to cater for the support by DSI to these institutions called Programmatic Grants Management Intervention (PSGI).

Programmatic support provides essential support towards the implementation of science engagement programmes through the science centres. The science centres within and outside the South African Network of Science Centres (SANSC) are catered, but in different ways. The accredited science centres will receive grants through the **Science Engagement Grant Management Framework (SEGMF)** based on their annual business/operational plan, customised developmental plan and reporting. The non-accredited sciences centres will receive funding through normal government gazetted funding process.

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### SCIENCE CENTRE DEFINITION WITHIN OUR CONTEXT

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“**A science centre** is a permanently established science engagement facility that provides an interactive, informal educational experience through the use of interactive science, technology, engineering and mathematics (STEM) exhibits, displays and programmes”. Interactive exhibits and displays in science centres should be used to excite and edutain, as well as link educational experience to learning outcomes. This allows science centres to offer a range of STEM related activities within their field of expertise according to the proposed project, activities or infrastructure, and the target participants as stipulated in the detailed specifications. Science centres addresses the science engagement programmes that addresses the following objectives of the network of science centres:

- Promotion of science and technology literacy among youth and the general public;
- Enhancement of learner participation and performance in STEM;
- Promotion of STEM career education;
- Identification and nurturing of youth talent and potential in STEM.

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## CONTEXT OF THIS CALL

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This Call for Proposals is only for accredited (into the Network of Science Centres, as outlined below) science centres. The purpose of the call is to support science centres with activities and resources that support science centre programmes.

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## THE GOALS OF THE NETWORK OF SCIENCE CENTRES

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The network of science centres in the context of science engagement strategy refers to a group of science centres to which membership has been gained through a process of accreditation.

In responding to objectives of the network of science centres, science centres must conduct activities that will address the following intentions of the Science Engagement Strategy (SES):

- (a) To popularize science, engineering, technology and innovation as attractive, relevant and accessible in order to enhance scientific literacy and awaken interest in relevant careers;
- (b) To develop a critical public that actively engages and participates in the national debates on science and technology to the benefit of society;
- (c) To enhance science engagement through science communication activities; and
- (d) To profile South African science and science achievements, demonstrating their contribution to national and international development.

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## TARGET PUBLICS

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The sections of society being targeted for participation are:

- a) Learners
- b) Educators
- c) Science interpreters
- d) Journalists
- e) General public
- f) Decision-makers
- g) Students
- h) Industry
- i) Tourists
- j) Indigenous knowledge holders
- k) Researchers and scientists

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## ELIGIBILITY AND DELIVERY MODE

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### **Eligibility**

1. The Science centre must be accredited
2. Previous funding projects must be completed on both projects and grants by 15 July 2022 (***Reconciliation finalised on SAASTA grants system and refunds received from grant holder***).

### **Delivery Mode**

#### **1. Developmental plans**

Applications in the proposals should address the developmental recommendations of the science centre promotion accreditation criteria.

#### **2. Programmatic Activities**

The DSI intends to create an enabling environment for science centres in the network to function optimally and improve target audiences' access to services rendered by the national network of science centres.

In order to implement the science centre programmes, science centres should demonstrate understanding of the SES and its implementation plan.

SES link:

[https://www.saasta.ac.za/saasta\\_wp/wp-content/uploads/2017/11/Science\\_Engagement\\_Strategy-11.pdf](https://www.saasta.ac.za/saasta_wp/wp-content/uploads/2017/11/Science_Engagement_Strategy-11.pdf).

### **1. Science Engagement Implementation Plan link:**

[http://www0.sun.ac.za/scicom/wp-content/uploads/2018/06/2017\\_sci\\_engagement\\_strategy\\_imp.pdf](http://www0.sun.ac.za/scicom/wp-content/uploads/2018/06/2017_sci_engagement_strategy_imp.pdf)

The following key points will inform the implementation of the programmes.

#### **1.1. Delivery of Science Centre Driven Initiatives.**

Using interactive and/or hands-on exhibits and related programmes, science centres provide a platform for society to engage with STEM. Science centre programmes also complement formal teaching and learning of mathematics and science. These subjects are critical in the development of STEM human capital, which is also an enabler for the building of a healthy National System of Innovation (NSI).

#### **1.2. Eligibility of a Science Centre to form part of the panel**

Science centres will be appointed into the panel if they meet the criteria set out in this document. Compliance with the accreditation requirements will be used as a qualifying criterion.

#### **1.3. Target Reach and Service Offering**

Science centres could provide both in-house and outreach STEM activities to reach the intended publics in different parts of the country, including municipalities in deep rural areas.

The following considerations should inform the Terms of Reference (ToR) to be developed for Programmatic Support Grant Intervention (PSGI):

#### ***Science Centres must indicate:***

1. How they intend to reach the number of participants in their programmes.
2. How all different targeted publics by the Science Engagement Implementation Plan will be reached.
3. Number of activities to be considered and platforms to be used to reach more publics:
  - a) Dialogues
  - b) Webinars
  - c) Exhibits supporting the programmes of the centre and their development
  - d) Science shows
  - e) STEM support: learners and teachers
  - f) Career awareness
  - g) School-based science engagement initiatives:
  - h) School-based science engagement initiatives where Learners and educators will not have to leave their school's premises to participate in science engagement. The intention is to have as many initiatives as possible on school premises targeting learners, where access to schools will be facilitated through the agreements with the provincial department of education.
  - i) Activities for schools (clubs)
  - j) Establishment of science clubs
  - k) Development of new programmes
  - l) Mobile initiative to support an outreach intervention

4. Development of interactive exhibit(s). Provide the details of the proposed exhibits. Preference will be given to exhibits that are not copied from others, but tailor-made or innovation of the science centre.

Other interventions may include but not limited to

- Infrastructure development linked to SE programmes specific to the centre and their geographical area
- Exhibits supporting the programmes of the centre and their development
- Mobile initiative to support an outreach intervention,
- School-based science engagement initiatives where Learners and educators will not have to leave their school's premises to participate in science engagement. The intention is to have as many initiatives as possible on school premises targeting learners, where access to schools will be facilitated through the agreements with the provincial department of education.

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### **CANCELATION OF THIS CALL PRIOR TO AWARD**

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NRF reserves the right to cancel the award prior to issuing the funding letter and signing the contract form.

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### **CONTRACT PERIOD**

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The contract period for the implementation of the call for PSGI commences from the date that both parties sign the contract, terminating at end of the funded project. Proposed projects must be completed on or before 31 December 2022

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### **IMPLEMENTATION APPROACH**

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#### **Science centres must:**

- Ensure that the content delivered is scientifically correct.
- Brand all project implementations and educational materials appropriately (see Branding Guidelines below).
- The venue must be accessible, safe and comply with the standard safety and security requirements especially focusing on the COVID 19 protocols.
- Take consideration of the current pandemic situation on the projects that they are proposing to undertake.

#### **STEMI on-line activities should:**

- Stimulate interest in and create awareness of STEM careers.
- Align to DSI priority areas (astronomy, marine sciences, palaeoscience, space science and technology, indigenous knowledge systems, biodiversity, biotechnology and energy) to the SES and objectives of science centre network.
- Create platforms and opportunities for the non-scientific community to engage with the scientific community.
- Demonstrate the contribution of STEMI to sustainable development and improved quality of life including the South African biodiversity heritage.
- The understanding and management of the possible consequences of climate change and environmental degradation, especially to plant health.
- The way in which STEMI enhances the key sectors of the South African economy, namely, manufacturing, retail, financial services, communications, mining, agriculture and tourism.
- The contribution of STEMI to citizens' right to education, a clean environment, access to health care, food and water, social security, as well as safety and security.
- Contribution of STEMI to solving the triple challenges of poverty, unemployment and inequality.

- Include Mathematics activities

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## BRANDING

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- All documents/items to be developed for the project, e.g. notes, forms, programmes, etc., must comply with the branding rules as set out in the contract. Please refer to this link for branding guidelines.
- The science centre agrees, for publicity purposes, to use the DSI, and NRF-SAASTA logos on all materials (this includes educational material) produced through this funding. Logos are available for download from: <http://www.saasta.ac.za/resource-centre/logo-library/> . When using these logos, the DSI logo should always take a position of priority (e.g. top centre). The NRF-SAASTA logo must be next prominent in position, with your logo to follow. All documents must be submitted to NRF-SAASTA for approval prior to final development to ensure correct branding. Submit to Thandamanzi Mtsweni, thandamanzi@saasta.ac.za, 012 392 9300/072 614 3530.
- **ACKNOWLEDGE DSI'S SUPPORT IN ALL APPROPRIATE CORPORATE MATERIALS**

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## REPORTING CONDITIONS

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### Science centres agree to the following:

- Submit narrative quarterly reports, attendance registers and USB with good quality photos (maximum 20), as will be advised by NRF-SAASTA.
- Submit financial reports together with all actual supplier slips, invoices and corresponding bank proofs of payment together with a financial report.
- Address any request for additional information or documents required by NRF-SAASTA and reply within **one week** of receiving a query from NRF-SAASTA.
- Adherence to the conditions of their accreditation.

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**GRANT HOLDER SELECTION PROCESS**


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**Stage 1 – Compliance to submission requirements (MANDATORY)**

DESCRIPTION	YES/NO
The applicant is an approved accredited science centre that has completed previous projects and grants by 15 July 2022	

NB: If the response above is **YES**, the organization will go through to Stage 2 of the evaluation. If **NO**, the panel will not consider the proposal for further evaluations.

**Stage 2 – Evaluation of Proposals against Requirements of the Call**

- Stage 2A – Evaluation of Proposed PSGI funding against the requirements of the call.
- Stage 2B – Revision of their proposed funding (if necessary).

NRF-SAASTA reserves the right to communicate recommendations/queries and the right to request the grant holder (science centre) to provide a revision of their original proposal in terms of such recommendations/queries and for this revision to be returned to NRF-SAASTA as per the instructed deadline provided in the feedback.

**Stage 3 – Funding Award and Contract Signing**

Grant holders (science centres) who passes through the above stages will be approved and provided with:

- Letter of Award, which serves only to inform the grant recipient of the outcomes of their application. Letter of award will not replace the contract or funding agreement and
- NRF-SAASTA will enter into a grant-funding contract with them.
- Contracts must be signed and submitted to SAASTA **30 Days after the Letter of Award is received.**

Document description (please choose YES or NO)	YES	NO
Has the organization submitted an <b>annual plan (Annexure A)</b> for the period of requested funding?		
Do the proposed activities respond to all the <b>aims of the networks of science centres (Annexure B)</b> as listed below? <ul style="list-style-type: none"> <li>– Promotion of science and technology literacy among youth and the general public;</li> <li>– Enhancement of learner participation and performance in STEM;</li> <li>– Promotion of STEM career education;</li> <li>– Identification and nurturing of youth talent and potential in STEM.</li> </ul>		

## EVALUATION CRITERIA

**ANNEXURE A: PROPOSAL APPLICATION AND SUBMISSION FORM****PROGRAMMATIC SUPPORT GRANT INTERVENTION**

Please complete all fields of this form, stating N/A (not applicable) where appropriate. Additional information may be provided at the end of the document.

**SECTION A: SCIENCE CENTRE PROFILE**

Science Centre's Background Information			
Name of Science Centre			
Province where the Science Centre is located			
District Municipality where the Science Centre is located			
Physical Address for courier purposes (Please complete if different from the Project Leader)			
Science Centre's Contact Details (Please supply both landline and Cellular Number)			
Science Centre's e-mail address			
Alternative contact person in case the project leader is unable to complete his/her obligations:			
Name and Surname		Position	
Contact Number		Email Address	

General Project Administration Information			
Authorised Signatory for Organization / Institution	Name	Email Address	Position
Name and designation of Project Financial Administrator	Name	Email Address	Position
Email Address		Contact Numbers	



<b>Science Centre's Banking Details – these details must be the same as the CSD report</b>			
<b>CSD reference number (MAAA...)</b>			
<b>Name of account holder</b>			
<b>Type of account</b>			
<b>Name of Bank</b>			
<b>Bank Branch Code</b>			
<b>Bank Account Number</b>			
<b>Science Centre's Business Profile</b>			
<b>Number of Employees</b>			
<b>Science Centres management</b> (Example: CEO, Director, HOD, collaborates etc.)	<b>Name</b>	<b>Position</b>	
<b>Nature of Core Business</b>			
<b>Indicate Financial Controls in Place</b>			
<b>Date of Last Audited Annual Financial Statement</b>			
<b>Name and Address of Auditors</b>			
<b>Details of Project Leader</b>			
<b>Title</b>			
<b>Full Names Surname</b>			
<b>Nationality</b>			
<b>Identity Number</b>			

<b>Current Position in the Science Centre</b>				
<b>Contact Number (Landline and Cellular Phone)</b>	Landline:		Cell:	
<b>E-mail Address</b>				
<b>Alternate E-mail Address</b>				
<b>Physical Address</b>				
<b>Number of team members assisting in the proposed project</b>				

**State in detail, a contingency plan to ensure successful implementation of activities should unforeseen circumstances e.g. strikes, power outages, some staff related issues, etc., occur.**

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## ACTIVITY EVALUATION FRAMEWORK/PLAN

<b><i>(Provide a full budget breakdown of activities to be implemented through this funding.)</i></b>			
<b>PROPOSED BUDGET FOR THE PERIOD: <u>2022/2023 Financial Year</u></b>			
<b>LINE ITEM</b> (E.g. SAAS-TEC conference, programmes, transport for lab equipment, mobile planetarium, computers, etc.)	<b>DETAIL</b> (details of items to be procured and costs)		<b>BUDGET</b> (R-Value including VAT)
	<b>ITEM</b>	<b>COST PER ITEM</b>	
e.g. Interactive Exhibits	e.g. Corona exhibition	R10,000.00	R59 000.00
	e.g. Human anatomy exhibition	R29,000.00,	
	e.g. 3D printing and implants exhibition	R20,000.00	
1.		R0	R0
2.		R0	R0
3.		R0	R0
4.		R0	R0
5.		R0	R0
6.		R0	R0
7. OTHER (PLEASE SPECIFY)		R0	R0
<b>TOTAL COSTS</b> (including VAT)		<b>e.g. R59 000.00</b>	<b>e.g. R59 000.00</b>

## FUNDING REQUEST FOR THE CALL FOR PSGI 2022/2023

### Reasoning for costing each line item separately and guidelines for completing the budget:

- Extensive detail should be provided per line item to explain reasonability of costs and to provide a clear indication on how the total amount per line item had been calculated.
- All descriptions must clearly indicate how the costings were calculated.
- Ensure all calculations are included in the final amount and that the total amount is accurate.
- Feel free to contact the PSGI Team at NRF-SAASTA if you are unsure where a line item belongs.
- Refer to Acceptable Proof of Expenditure on the NRF-SAASTA website, [www.saasta.ac.za](http://www.saasta.ac.za) .

## BUDGET SUBMISSION REQUIREMENTS

1. Calculations must be detailed and [submitted on the prescribed template](#).
2. **Funding Allocation Ceiling/award cap:** For determining allocation of funding support, NRF-SAASTA reserves the right to determine the funding ceiling for each PSGI funding application request in this section.
3. As PSGI is funding many science centres across the nine provinces with a limited budget, funding proposals will be to **a maximum of R500 000.00 (inclusive of VAT)**. Only one proposal per science centres will be considered.
4. **Commitment of funding to the Contract:** The NRF, when issuing the written and approved Letter of Award under the contract guarantees that the funding is available to the value in the contract.
5. Budget proposed In terms of the contract should be in South African Rands
6. ***Prices and items in the proposal should be fully inclusive of all costs including VAT.***

## GRANT HOLDER'S RETURNABLE DOCUMENTS CHECKLIST

Detail of document	Required	Tick where applicable
Grant Call and Proposal submission Form	COMPULSORY	
Funding request template (Budget)	COMPULSORY	
CSD Report (to be attached)	OPTIONAL	
Annual Plan (Annexure A)	COMPULSORY	
Objectives (Annexure B)	COMPULSORY	

I confirm that I have satisfied myself as to the correctness and validity of my proposal in response to this grant Invitation; that the price(s) and rate(s) quoted cover all the goods, works and services specified in the grant Invitation; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this grant Invitation as the principal liable for the due fulfilment of the subsequent contract if awarded to me.

I declare that I have had no participation in any collusive practices with any Potential grant holder or any other person regarding this or any other Proposal.

I certify that the information furnished in these declarations is correct and I accept that the NRF-SAASTA may reject the Proposal or act against me should these declarations prove to be false.

I confirm that I am duly authorized to sign this proposal response.

<b>Name (Print)</b>	
<b>Capacity</b>	
<b>Signature</b>	
<b>Date</b>	

**ANNEXURE A**

**ANNUAL PLAN TEMPLATE**

NAME OF THE CENTRE:

YEAR: \_\_\_\_\_

TASK/PROJECT/ACTIVITY	QUARTER 2			QUARTER 3		
	JUL	AUG	SEP	OCT	NOV	DEC

**ANNEXURE B**

Describe the plans to improve their efforts to achieve the following goals:

#	Goals of the science centre:	Activities in the proposal addressing the goals
1	Identify and nurturing young people's talent and potential in STEM	
2	Promoting science literacy among the youth and the population in general	
3	Enhancing learner participation and performance in STEM	
4	Providing young people with career education particularly related to STEM	