



وزارة التعليم العالي  
والبحث العلمي والابتكار  
Ministry of Higher Education,  
Research & Innovation

# Block Funding Program

**Guidelines**

**Second Edition**

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## **1 Introduction**

Block Funding Program (BFP) seeks to support the research and innovation system, build research capacity, and enhance the competitive capabilities of academic institutions in the Sultanate of Oman by funding short and medium-term research projects.

The program aims to support research on national priorities through three main categories:

1. Research Grant (RG)
2. Graduates Research Grant (GRG)
3. Undergraduates Research Grant (URG)

The guidelines aims to familiarize research institutions and researchers with the program's objectives and categories, the most important conditions and criteria, as well as the administrative and financial terms and performance indicators.

After launching the first edition of the program guideline in 2018, the second edition has been updated to reflect a few changes that have occurred over the last five years. The amendments in this edition are the result of continuous evaluation of the program's performance, data analysis, and key indicators of performance, as well as feedback from program beneficiaries.

## 2 Definitions

The terms below shall have the given definitions unless the context requires otherwise:

Co-Investigator (Co-I)	The researcher who is employed (affiliated to) by a national or international research institution and will be involved with the Principal Investigator in the scientific development or project implementation.
Conflict of Interest	A situation in which a person has a personal interest to influence the credibility of his/her performance of his/her official duties, such as if there are disagreements or a professional or personal relationship between the researcher and an employee in the research institution or between the researcher and a member of the Research Projects Management Committee (RPMC).
Co-Principle Investigator (Co-PI)	A researcher who is delegated to lead the research project during the absence of the PI. The Co-PI is required to have the same/ equivalent qualification as the PI, based on the category (RG, GRG, URG) in the BFP, and should be from the same RI of the PI.
Ethical Approval	An ethical approval letter for the research methodology that preserves the dignity of living things (humans, animals, plants) according to science safety standards.
Innovation	The implementation of a new or significantly improved product (good or service), or process, a new marketing method, or a new organizational method in business practices, workplace organization or external relations.
Research Focal Point (RFP)	A staff member responsible for liaising with MoHERI on the submission of research proposals and the subsequent follow-up of research projects.

Intellectual Property	Creations of the human mind, including inventions, literary and artistic works, designs, logos, names, images, and other products of the human mind. It is protected in law by, for example, patents, copyrights, utility models, industrial designs, trademarks, and other rights granted to individuals, research institutions, or states against for their creative work.
Invention	The inventor's idea, which practically allows solving a specific problem in the field of technology, whether the invention is a product or relates to a product or an industrial process.
Research Projects Management Committee (RPMC)	A committee formed by the research institution, to evaluate and rank the submitted proposals. This committee also follows up and evaluate research projects progress and final reports.
Ministry (MoHERI)	The Ministry of Higher Education, Research, and Innovation supervises and finances the BFP.
Peer Reviewers	International or local PhD holders (or equivalent) specialized in the specific research domain of the assigned proposal. They act as referees to provide individual scientific assessments on the “Excellence” of research proposals under the Research Grant category.
Principle Investigator (PI)	A researcher responsible for leading and implementing the research project included in the research contract which is signed between MoHERI and the research institution to which the PI belongs.
Research Assistant/Technician (RA)	An employee directly involved in the research project, who may be appointed on a temporary contract for a specific period, provided that it does not exceed the period of the research project.
Research Collaboration	Exchange of materials, human resources, and capabilities between the research institutions.
Research Contract	A contract between MoHERI and the research institution stipulating the terms and conditions of funding support granted by MoHERI, and covers one or more subprograms i.e RG, GRG or URG

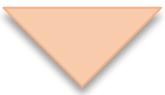
Research Information Management System (RIMS)	An electronic platform in Oman Research Portal used to receive and evaluate research proposals, fully manage research projects until they are completed successfully and track their performance indicators.
Research Institution (RI)	Research institution linked electronically with MoHERI and has all the capabilities to manage and implement research projects.
Research Project	A set of research activities approved for funding according to the BFP Contract's terms and conditions.
Research Project Team	All investigators, research assistants, technicians, other employees, and students were assigned to implement the research project.
Research Proposal	An electronic official form under RG/ GRG/ URG requesting financial support for a proposed research project.
Research Project Duration	The project implementation period starts on the date the contract enters into force and ends by the agreed date.

### 3 Program Objectives

1	Find scientific and innovative solutions to existing challenges based on national priority.
2	Conduct research projects that comply with each RI's research strategy.
3	Build research capacity and boost national capabilities in research and innovation.
4	Foster high-quality research.
5	Innovate and improve products and services that can be marketed commercially through research and development.
6	Contribute to building a strong knowledge-based economy.
7	Enhance the competitiveness of RIs in the field of research and innovation.
8	Promote a culture of research and innovation and highlight its importance to segments of society.

## 4 Eligibility Criteria for RI

<b>First: General Terms</b>	
1	The RI shall be electronically affiliated with MoHERI.
2	The research projects shall be conducted mainly within the RI and shall not be transferred to other RIs.
3	RI shall form RPMC by decision of the RI's head, consisting of at least four members of PhD holders with academic and professional qualifications.
4	<p>RI shall appoint three focal points as follows:</p> <ul style="list-style-type: none"> <li>● Research Focal Point and be secretary in the RPMC.</li> <li>● Financial Focal Point.</li> <li>● Technical Focal Point.</li> </ul>
5	RI shall take all necessary steps to ensure that policies related to research ethics, intellectual property, and copyright are adhered to.
6	RI shall ensure that the research project is consistent with the basic ethical values of the Sultanate of Oman.
7	RI shall have the research infrastructure and the capacity required to carry out research projects.
<b>Second: Roles and Responsibilities</b>	
<b>Research Project Management Committee (RPMC)</b>	<ul style="list-style-type: none"> <li>● Manage the research proposal evaluation process based on specified controls and requirements.</li> <li>● Ensure all files and requirements are enclosed (including ethical approval, if required).</li> <li>● Follow up on the funded research projects and overcome their obstacles.</li> <li>● Ensure research projects comply with regulations and laws applicable in the Sultanate of Oman.</li> <li>● Review and approve requests to change the research project work plans as well as requests to extend such projects.</li> <li>● Terminate stalled projects.</li> <li>● Review and approve progress and final reports of research projects and evaluate their performance.</li> </ul>



	<ul style="list-style-type: none"><li>• Change PIs and Co-PIs or other research team members, and ensure the new candidates fulfil the conditions, with the necessity of updating the data in RIMS.</li><li>• Collaborate with stakeholders to adopt and implement the outputs.</li><li>• Supervise workshops related to research projects and their outputs.</li></ul>
<b>Research Focal Point (RFP)</b>	<ul style="list-style-type: none"><li>• Undertake initiatives to raise awareness of the program and motivate researchers to submit proposals.</li><li>• Conduct an initial proposal assessment and submits it to the RPMC for approval.</li><li>• Submit the Block Funding Application and the list of approved proposals through RIMS.</li><li>• Conduct an initial review of the project’s progress and final reports and raise them to the RPMC.</li><li>• Collaborate with the financial focal point to observe project progress and ensure timely fulfilment of requirements.</li><li>• Submit a yearly report on MoHERI-funded projects through RIMS using the specified form.</li><li>• Submit a comprehensive report on work progress within three months after RPMC approval and upload it to RIMS using the form.</li><li>• Submit annual research and innovation performance reports electronically.</li><li>• Maintain soft and hard copies of all documents, correspondence, files, and reports related to the program.</li></ul>
<b>Financial Focal Point</b>	<ul style="list-style-type: none"><li>• Review proposed financial budgets for research projects.</li><li>• Follow up on financial disbursement and transfers according to the budget items in the contract.</li><li>• Verify the financial disbursement process in collaboration with the research teams.</li></ul>



	<ul style="list-style-type: none"> <li>• Submit a financial audit report at the end of each research project after approval by the internal audit and follow up on procedures for returning unused amounts to MoHERI.</li> </ul>
<b>Technical Focal Point</b>	<ul style="list-style-type: none"> <li>• Carry out workshops on using RIMS for researchers in the RI.</li> <li>• Solve technical problems faced by the RIMS users in the RI.</li> <li>• Offer suggestions pertaining to RIMS improvement and development.</li> </ul>

## 5 Eligibility Criteria for Submission

<b>First: Eligibility Criteria for Research Proposal</b>	
1.	The PI must submit the proposal using the form in Appendix No. 1 with ethical approval (if required).
2.	The application must be submitted through RIMS; submissions sent via email or physical letters will not be considered.
3.	The research topic must be related to the Sultanate of Oman.
4.	The research must be new and have not been begun or completed.
<b>Second: Eligibility Criteria for PI</b>	
1.	The PI has to be hosted by the RI at the time of submission until the contract is signed. The RFP must confirm this before submitting the block funding application to MoHERI. MoHERI must be notified if the PI withdraws from the RI before signing the contract.
2.	The PI cannot simultaneously be the PI or Co-PI in another project funded by any MoHERI program.
3.	The PI must have both professional and academic qualifications in the field of the research topic.
4.	The PI must not be a member of the RPMC or one of the focal points.

5.	<p>The PI must have the appropriate abilities and qualifications for carrying out the following responsibilities:</p> <ul style="list-style-type: none"> <li>• Draft the research proposal and obtain (if needed) ethical approvals.</li> <li>• Suggest candidates for the research team with qualifications and experience in the proposed research.</li> <li>• Oversee and manage the project in compliance with the signed contract, RI's policies, and legislation in the Sultanate of Oman</li> <li>• Ensure the team follows the work plan, deliverables, and delivery criteria.</li> <li>• Keep the team informed on changes, regulations, guidelines, and practices related to research projects.</li> </ul>
6.	<p>The PI is not eligible to apply for another research grant until the prior project funded by this program or any other MoHERI-funded research programs has been completed.</p>
7.	<p>The PI can be a member of another research proposal submitted in the same call, provided that he or she is not a PI or a Co-PI.</p>
8.	<p>The PI and the Co-PI are not eligible to apply for funding for three years if they withdraw as PI from a prior project or fail to complete it without convincing justification.</p>
<p>Third: Eligibility Criteria for Co-PI</p>	
1.	<p>The Co-PI must be affiliated with the same RI as the PI and follows the same rules. In the case of the PI's absence, interruption, or resignation, he takes over the research project and will continue to do so until a decision is reached to either appoint him/her the new PI or nominate another.</p>
2.	<p>The Co-PI is not allowed to act as a PI or a Co-PI for more than one project at once.</p>
3.	<p>If the Co-PI withdraws or becomes the PI, the RI must nominate an appropriate replacement.</p>

#### Fourth: Eligibility Criteria for the Research Team Members

1.	The research team can be formed from inside and outside the RI, provided that the team consists of at least a PI and a Co- PI.
2.	Depending on the RI's regulations, the team might comprise researchers, graduates, postgraduate students, undergraduate students, and non-academic personnel such as technicians or support staff.
3.	One or more Co-Is may be included in the team, and they must have a bachelor's degree at minimum
4.	The RPMC's members cannot be team members or supervisors.
5.	The research team must have academic qualifications and practical experience to fulfil the project requirements.

#### 6 Research Grants (RG)

<b>Target Group</b>	PhD holders or equivalent (senior specialist consultant and senior consultant or equivalent)
<b>Duration</b>	Two years maximum
<b>Budget</b>	20,000 (OMR)

**Table (1): Financial Caps for RG Category**

Category	Cap (OMR)	The details															
<b>Equipment and Tools</b>	5,000	<ul style="list-style-type: none"> <li>The RI commits to utilizing the equipment and tools listed on the iLab platform for research equipment and tools management.</li> <li>Before applying, the PI must certify that the equipment or devices is not available at the RI and is required for the research project to be completed. If they are not available at the RI, basic information about them, such as the type of equipment, its significance to the research project, and its expected cost, must be entered into RIMS. The guidelines require the committee to consider this.</li> <li>Purchasing laptops, tablets, cell phones, or similar devices is not allowed.</li> </ul>															
<b>Research Materials</b>	10,000	<ul style="list-style-type: none"> <li>It includes supplies and materials used for project execution, such as reagents, chemicals, medical equipment, and data processing software.</li> <li>Laboratory glassware and basic stationery, such as pens and copy paper, are not included.</li> </ul>															
<b>(Research Assistant - Technician - Postdoctoral Researcher)</b>	5,000	<ul style="list-style-type: none"> <li>The RA must be Omani, and if an Omani cannot be appointed, the RFP must submit an exception request to MoHERI, accompanied by sufficient justification.</li> <li>The RA could be either an undergraduate or graduate student. The individual's earnings must not exceed the cap allowed under the following categories:</li> </ul>															
		<table border="1"> <thead> <tr> <th>Category</th> <th>Hourly Cost (OMR)</th> <th>Total Cap (OMR)</th> </tr> </thead> <tbody> <tr> <td>Undergraduate students</td> <td>4</td> <td>600</td> </tr> <tr> <td>Diploma and bachelor's holders</td> <td>5</td> <td>1,500</td> </tr> <tr> <td>Master's holders</td> <td>6</td> <td>2,700</td> </tr> <tr> <td>PhD's holders</td> <td>7</td> <td>4,200</td> </tr> </tbody> </table>	Category	Hourly Cost (OMR)	Total Cap (OMR)	Undergraduate students	4	600	Diploma and bachelor's holders	5	1,500	Master's holders	6	2,700	PhD's holders	7	4,200
		Category	Hourly Cost (OMR)	Total Cap (OMR)													
		Undergraduate students	4	600													
		Diploma and bachelor's holders	5	1,500													
Master's holders	6	2,700															
PhD's holders	7	4,200															

<b>Data collection and analysis</b>	2,000	It includes all costs directly associated with data collection and analysis, such as transportation, accommodation, and sending samples for analysis.
<b>Participation in Conferences</b>	2,000	It covers both travel and registration expenses for participants at local or international conferences who give papers on the findings of the research project rather than just attending.

## 7 Graduate Research Grants (GRG)

<b>Target Group</b>	Omani graduates with bachelor's or master's degrees	
<b>Duration</b>	Maximum of two years.	
<b>Eligibility Requirements</b>	<b>Postgraduate Students</b>	<ul style="list-style-type: none"> <li>• Master's students</li> <li>• PhD Students</li> </ul>
	<b>Employees</b>	If the PI holds a bachelor's degree, she or he must have at least one year of work experience and a supervisor.
	<b>Resident Doctors</b>	The resident requires a supervisor with a medical senior specialist or higher. The PI must be enrolled in one of the programs of Oman Medical Specialty Board (OMSB).
<b>Financial Cap</b>	3,000 (OMR)	
<b>Financial Terms</b>	<ul style="list-style-type: none"> <li>• No Financial Caps.</li> <li>• Funding for conference attendance is limited to local conferences and requires the presentation of papers on project outcomes.</li> </ul>	

## 8 Undergraduate Research Grants (URG)

<b>Target Group</b>	Students enrolled in diploma and bachelor's programs
<b>Duration</b>	Maximum One year
<b>Eligibility Requirements</b>	<ul style="list-style-type: none"><li>• At least 50 % of the research team must be Omani.</li><li>• The GPA of all team members should not be less than 2.30 or equivalent.</li><li>• The team members cannot be in their foundation, post-foundation, or last year of study to ensure the project is completed before graduation.</li></ul>
<b>Preference Criteria</b>	<ul style="list-style-type: none"><li>• The team consists of members from several disciplines, such as commercial, design, and promotion, to collaborate with each other on new initiatives that can lead to commercial products and services.</li><li>• Having a business plan (for the post-project completion stage) to transform research outputs into a startup company.</li></ul>
<b>Budget</b>	1,500 Omani riyals.
<b>Financial Terms</b>	<ul style="list-style-type: none"><li>• There are no caps on financial items.</li><li>• It is not allowed to pay for travel expenses to attend or participate in a local or international conference.</li></ul>

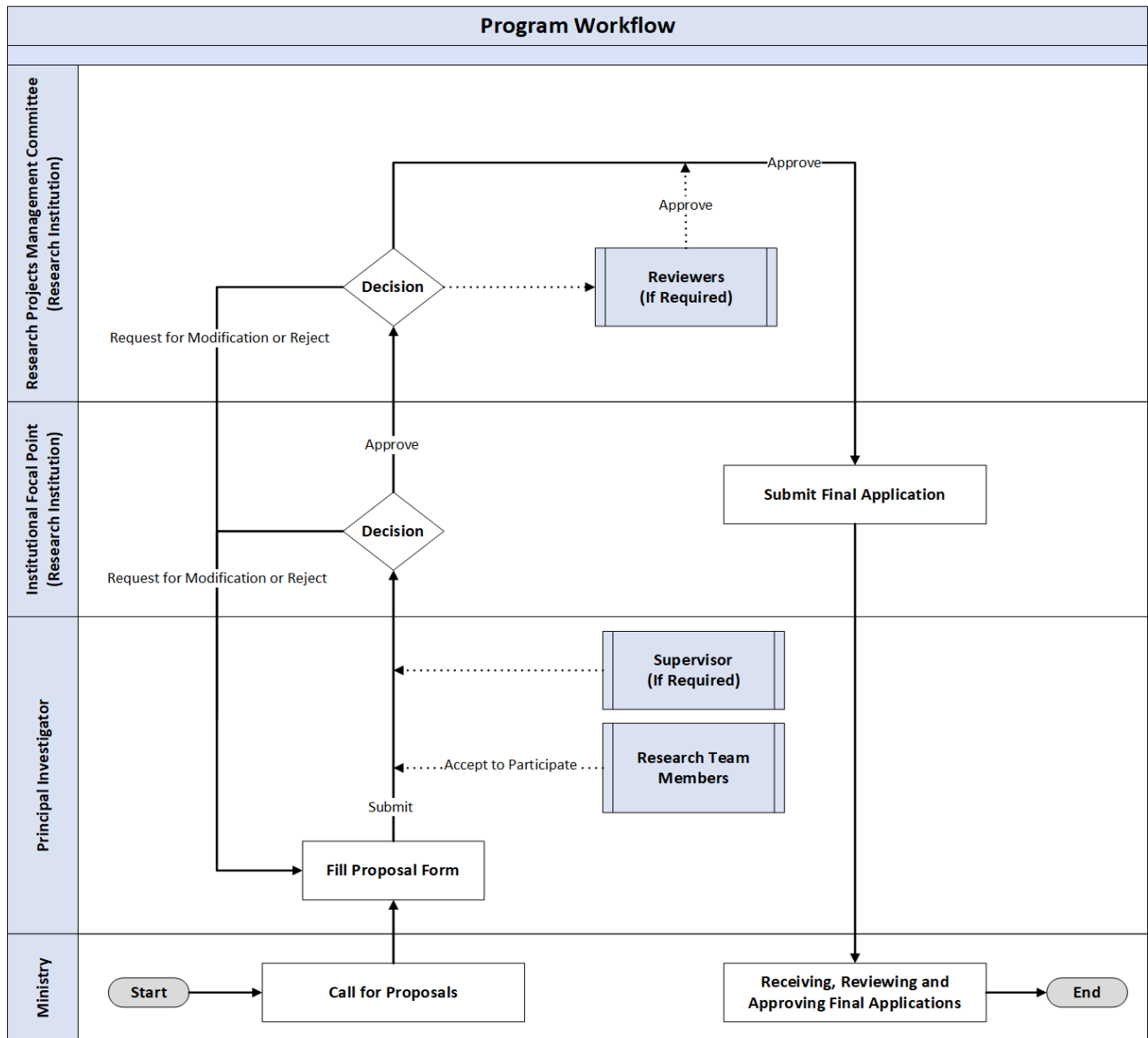
## 9 The General Framework of Research Proposals Evaluation

The RPMC manages the evaluation process and adheres to the following conditions:

<b>First: General Conditions for Evaluation</b>						
1	All research proposals, regardless of program category, must be evaluated by at least three members of the RPMC.					
2	At least two peer reviewers, who must hold PhD qualification and not be affiliated with the RI, are required to review the RG proposals.					
3	Propose Research Institution Defined Criteria and which will be stated in RIMS.					
4	Follow international review methods for evaluation and concealing researchers' identities. Maintain neutrality and take every necessary step to avoid violations or conflict of interest.					
5	If a committee member is unfamiliar with the research subject, they must not evaluate.					
6	Document all data and documents related to the evaluation process and submit them to MoHERI upon request.					
<b>Second: Evaluation Criteria</b>						
The proposals are evaluated as the following:						
1		Criteria	Score	Reviewers		
				(RG)	(GRG)	(URG)
	First	Excellence (Appendix No. 3)	60%	Peer Reviewers At least 2	RPMC	
	Second	<b>Expected Impact</b> (Appendix No. 2)	35%	RPMC		
Third	Research Institution Defined Criteria	5%	RPMC			

2	If one of the criteria's scores does not apply to the proposal, it is automatically applied to the other criteria.
3	The overall proposal score is determined by averaging the evaluation scores of all reviewers.
4	<p>If two or more proposals have the same total score, RIMS will rank proposals based on the following order:</p> <ul style="list-style-type: none"> <li>a- Excellence Criteria Score.</li> <li>b- Expected Impact Score.</li> <li>c- Research Institution Defined Criteria Score.</li> </ul>
5	In case the above three components of evaluation are equal, the committee must change the Research Institution Defined Criteria Score.
6	After all program requirements are satisfied, the RI's funds will be distributed among the proposals in the order of highest to lowest until the budget allocated is exhausted.
7	<p>All applicants, whether their proposals have been approved or not, will be notified automatically by e-mail and they can access RIMS to get the evaluation results including:</p> <ul style="list-style-type: none"> <li>1. The decision of MoHERI.</li> <li>2. Peer reviewers' comments for RG proposal only.</li> <li>3. RPMC's comments for RG, GRG, and URG.</li> </ul>

# 10 Program Workflow



## 11 Financial and Administrative Terms for Research Projects

First: Financial Terms	
1	MoHERI provides funds to approved projects according to the availability of budgets from the Ministry of Finance.
2	<ul style="list-style-type: none"> <li>MoHERI makes its financing decisions and financial share allocations based on the following criteria:</li> <li>The RI performance indicators in research and innovation during the past year.</li> <li>The RI performance indicators in BFP previous cycles.</li> <li>Inputs for the current cycle of the BFP.</li> <li>The efficiency and effectiveness of the RI in managing research proposals and projects of the program.</li> <li>The RI's compliance with the guidelines and the conditions of the research contract to prevent the RI's financial share from being reduced in the future cycles for this program and other programs funded by MoHERI.</li> </ul>
3	MoHERI signs a research contract with the RI, covers all approved research projects in the three grant categories (if applicable), and all RIs must adhere to the wording of this approved and standardized contract, without requiring any changes /amendments therein.
4	The total budget is transferred to the RI in one lump sum after signing the research contract.
5	The research contract begins from the date of the budget transfer from the Ministry of Finance to the RI.
6	It is preferable for the RI to sign a contract with the PI for each approved project according to the procedures followed by the RI.
7	Once the contract with an RI has been signed, the overall budget allocated to projects cannot be increased.
8	The RI may make financial movements between approved budget categories for a project if there is no overshoot of the budgetary caps.
9	It is not permissible to move funds between projects.

10	It shall not be permitted to transfer funds from the Sultanate of Oman other than by the section on conference participation.
11	No payment can be made to the following. <ul style="list-style-type: none"> <li>• PI, Co-PI, and Co-Investigators.</li> <li>• Consultancy and advisory services.</li> <li>• Fees for postgraduate studies.</li> </ul>
12	The RI must purchase devices, equipment, and all other requirements for the research project approved in the research proposal through the Department of Finance (Purchasing Department). The PI has no right to interfere in the purchasing process. The PI only has the right to determine the specifications of the device. It is also not permitted to purchase devices that have not been approved in the research proposal.
13	The RI shall, follow a clear procedure for hiring a research assistant or following the RI recruitment process, which is used to recruit staff, in addition to the following procedures: <ul style="list-style-type: none"> <li>• The RPMC must assess how the importance of having a research assistant for the project, as well as the responsibilities and expenses that are proposed.</li> <li>• An announcement on the availability of a research assistant's position must be announced by the RI on social media.</li> <li>• The RI shall sign a contract with the RA, setting out his duties and payment methods, such as weekly or monthly pay.</li> <li>• Avoiding any conflict of interest, such as hiring of a research assistant with a first-degree or second-degree relationship with a member of the research team.</li> </ul>
14	The RI shall return all unspent funds to MoHERI within 3 months of the end of each cycle.
<b>Second: Administrative Terms</b>	
1	Research projects shall be managed by the RIMS, which offers: <ul style="list-style-type: none"> <li>• The submission and evaluation of research proposals.</li> <li>• Documenting all data and documents related to the program.</li> <li>• Following- up on the implementation of the approved projects.</li> <li>• Receiving and evaluating progress and final reports.</li> <li>• Following up on annual research performance indicators.</li> </ul>

2	<p>The PI shall, by the following procedures, submit the progress and the final reports:</p> <ul style="list-style-type: none"> <li>• Submitting the report via RIMS, using the form in (Appendix No. 4).</li> <li>• In line with the work plan, the report shall contain interim requirements for delivery.</li> <li>• A progress report must be submitted not later than one year after the project's start.</li> </ul>
3	<p>The PI shall submit the final report using RIMS and the form listed in Appendix 5.</p>
4	<p>The PI shall be committed to the following:</p> <ul style="list-style-type: none"> <li>• Upon completion of the project, the final report, accompanied by documents, receipts and invoices for expenses, shall be submitted.</li> <li>• In addition to the final report upon completion of the project, a progress report shall be submitted if the duration of the research project is at least one year. If the project duration is a year or less, only a final report is required to be submitted.</li> <li>• If the project is extended, a progress report must be submitted with the extension request.</li> </ul>
5	<p>To ensure that the delivery requirements are met, progress and final reports shall be initially assessed by the RFP.</p>
6	<p>The RPMC finally evaluates progress and final reports, which include a review of the degree to which the work plan's objectives have been achieved, as well as the level of delivery requirements and outputs.</p>
7	<p>To extend a research project, the RI shall comply with the specific requirements listed below:</p> <ul style="list-style-type: none"> <li>• Notifying MoHERI in RIMS.</li> <li>• A request for an extension shall be lodged before the end of the research project.</li> <li>• Reporting to the RPMC with solid justifications for project extensions.</li> <li>• The project may be extended once, for a maximum of six months after the research project's completion date.</li> <li>• If the extension time falls within the main contract period with the RI, the remaining funds may be utilized only during the two-year contract period.</li> </ul>

8	<p>If a RI wishes to end or terminate a project, it should follow these procedures before the end date of the project:</p> <ul style="list-style-type: none"> <li>• Notify MoHERI through RIMS.</li> <li>• Submit a report to RPMC with convincing and clarified reasons for project termination.</li> <li>• Take the necessary steps to terminate the project and save any relevant documentation and papers.</li> </ul>
9	<p>The RI must submit a comprehensive report within three months after the end of each cycle via RIMS, which includes the achievements and outputs of research projects using the form available in RIMS.</p>
10	<p>Any project termination or extension, as well as any delays in the delivery of progress and final reports without a valid reason, will have a negative impact on the RI's future financial share.</p>
<b>Third: Equipment and Tools</b>	
1	<p>Ownership of facilities and equipment provided under BFP shall vest in the RI, and it must maintain, preserve, and use these devices and equipment for research.</p>
2	<p>The costs of managing the equipment and tools should be covered by RI.</p>
3	<p>MoHERI has the right to benefit from equipment and devices for other research projects related to the national benefit.</p>
4	<p>The RI must register and make the equipment and devices available to other users through the research equipment and facilities database (iLab) by communicating with specialists via email. (ilab@moheri.gov.om).</p>
5	<p>RIs must display visibly MoHERI's logo on all equipment that is purchased through the BFP.</p>
6	<p>The RI shall inform MoHERI of the equipment and devices whose useful life has expired or has not been used, and MoHERI shall have the right to dispose of them or to claim compensation for their sale.</p>

#### Fourth: Research Ethics

1	<p>In conducting research, particularly regarding the following categories, the RI shall ensure the observance of various ethical aspects:</p> <p><b>Human individuals:</b></p> <ul style="list-style-type: none"><li>• Adhere to international laws, conventions, and norms on human research.</li><li>• Respect the individuals' dignity, privacy and right to know.</li></ul> <p><b>Animals:</b></p> <ul style="list-style-type: none"><li>• Confirm that the scientific purpose of the research is of such potential significance that it justifies the use of animals.</li><li>• Consider the possibility of using other methods for conducting experiments.</li><li>• Ensure that experimental methods and procedures being used are appropriate and humane.</li></ul> <p><b>Natural life systems:</b></p> <ul style="list-style-type: none"><li>• Respect the environment and preserve wildlife and biological habitats.</li><li>• Responsibly use or dispose of waste, ensuring minimal adverse effects on the wider community and the environment.</li></ul>
2	<p>Confirm that all proposed projects conform to Omani culture, tradition, religious belief, and national security concerns.</p>
3	<p>Follow established practices that are safe, secure, and respectful of the rights of other participants.</p>
4	<p>Use the correct scientific method for paraphrasing from public research and science reports, as well as additional sources of information, Local or International.</p>
5	<p>Obtaining a letter of ethical approval of the methodology for human and animal research projects from the ethics committee of the RI. It would be better if the National Bioethics Committee registered and endorsed the committee. If the ethical approval is required, so it should be uploaded in RIMS before submitting the Block Funding Application.</p>
6	<p>Follow the various conditions and procedures related to the use of materials protected by the intellectual property rights of individuals or other RIs.</p>

### **Fifth: Intellectual Property Rights and Research Results**

1	<p>MoHERI encourages researchers to publish research results, provided that the results of the disclosure do not affect intellectual property rights. The RI must also raise awareness of the importance of protecting intellectual property rights.</p> <p>As a minimum requirement, the RI must ensure the following:</p> <ul style="list-style-type: none"><li>• Make efforts to exploit this progress in research results for the benefit of the economy and society.</li><li>• Prevent from unauthorized or unnecessary disclosure of industrial partners' proprietary data, security information, commercially sensitive information and potentially valuable results and insights.</li></ul>
2	<p>Intellectual property rights and the results of funded research belong to the RI, and MoHERI has the right to benefit from intellectual property rights in cases of national benefit, while the usufruct rights are in accordance with the RI's intellectual property policy.</p>
3	<p>The RI is committed to conditions and procedures during the stages of the research project (starting from submitting the proposal and ending with applying the results and converting them into a commercial product or service) to prevent or avoid the risk of exposure to accountability.</p>
4	<p>The RI and researchers are committed to the " Copyright and Neighboring Rights Law" by Royal Decree (65/2008), and the "Industrial Property Rights Law" by Royal Decree (67/2008).</p>
5	<p>Whenever achievements resulting from MoHERI-funded research projects are published (such as in journals, conference proceedings, patents, presentations...etc.), the RIs and the research team must acknowledge MoHERI's financial support. This may imply a written acknowledgment. The recommended form of acknowledgement is: "The research leading to these results has received funding from the Ministry of Higher Education, Research and Innovation (MoHERI) of the Sultanate of Oman under BFP. MoHERI Block Funding Agreement No xxxxx". (...)," the researchers' compliance with this condition will be monitored before research projects are approved in the upcoming cycles.</p>

## 12 RI Performance Indicators

The following standards include, but are not limited to:

First: Indicators of The Research RI's Performance in Research and Innovation During the Past Year			40%
Indicator	#	The Details	
Financial performance of the approved budget	1	Amount and sources of funding for research and innovation: <ul style="list-style-type: none"> <li>• Governmental</li> <li>• RI budget</li> <li>• Private Sector</li> <li>• International Bodies</li> </ul>	
Research Capacity	2	Number of academic staff	<b>The Qualification /Category of the researcher:</b> <ul style="list-style-type: none"> <li>• Diploma holders</li> <li>• Bachelor's degree holders</li> <li>• Master's degree holders</li> <li>• PhD holders</li> <li>• Postdoctoral researcher</li> <li>• Resident doctors</li> <li>• Student category</li> </ul>
	3	Number of technical staff	
	4	Number of students	
Effective Collaborations	5	Number of Financial Collaborations	<b>level of Collaborations:</b> <ul style="list-style-type: none"> <li>• Local</li> <li>• Regional</li> <li>• International</li> </ul>
	6	Number of Collaboration based on research / A and Exchange of material and human resources	
Publications	7	Number of publications in peer-reviewed journals	<b>Collaboration and Partnerships (Determine the number of researchers):</b> <ul style="list-style-type: none"> <li>• From within the RI</li> <li>• From outside the RI</li> </ul>
	8	Number of participations in events	<b>Scale of Participations:</b> <ul style="list-style-type: none"> <li>• Local</li> <li>• International</li> </ul>
	9	Number of researchers who have at least one research	

<b>Intellectual Property</b>	10	Number of submitted applications	<b>Specify the following details:</b> <ul style="list-style-type: none"> <li>• Intellectual property category (patent)</li> <li>• Deposit office (country)</li> </ul>
	11	Number of granted properties	
<b>Policy Research and Scientific Solutions</b>	12	Number of raised research	Submitted to relevant authorities to issue policies or amend existing policies
	13	Number of research that have been implemented	Issued as a royal decree, ministerial decision, or... A regulatory regulation or national framework
<b>Research Strategy</b>	14	A research strategy and research priorities are in place at the RI	
	15	The RI has a policy for intellectual property rights	
<b>International Classification</b>	16	The level of the academic RI in international classifications such as QS	
<b>Other</b>	17	The RI has a report or a journal on the RI's research performance	
	18	Establishing an annual day for research and innovation at the RI	
	19	Number of awareness outputs of RIs and society	
<b>Second: Performance Indicators of RI in The BFP in previous cycles, which were achieved in last year</b>			<b>40%</b>
<b>Financial Performance of The Approved Budget</b>	1	MoHERI's approved budget for the RI.	
	2	Actual expenditure budget of the approved budget	
<b>Research Capacity in</b>	3	Number of participants in the academic staff	<b>The Qualification or Category of The Participants:</b>

<b>Approved Projects</b>	4	Number of participants in the technical staff	<ul style="list-style-type: none"> <li>• Diploma holders</li> <li>• Bachelor's degree holders</li> <li>• Master's degree holders</li> <li>• PhD holders</li> <li>• Postdoctoral researcher</li> <li>• Resident doctors</li> <li>• Student category</li> </ul>
	5	Number of participating students	
<b>The Program Outputs</b>	6	Number and quality of research published in peer-reviewed journals	<b>Collaboration and Partnerships (Number of The Researchers):</b> <ul style="list-style-type: none"> <li>• From the RI</li> <li>• From outside the RI</li> </ul>
	7	Number of participants in forums	<b>The level of forums:</b> <ul style="list-style-type: none"> <li>• Local</li> <li>• International</li> </ul>
	8	Number of registered applications	<b>Specify the following details:</b> <ul style="list-style-type: none"> <li>• Intellectual property category (patent)</li> <li>• Deposit office (the state)</li> </ul>
	9	Number of granted properties	
	10	Number of the research projects that have been successfully completed	
	11	Number of startups resulting from the approved projects	
<b>Input Indicators for new applications</b>	1	Number of submitted proposals	
	2	Number of approved proposals	
<b>The efficiency and effectiveness of the RI in the management of the program's proposals and projects and the extent to which they are completed</b>			<b>10%</b>
<b>Adherence to the procedures and terms of this Guidelines and the research contract.</b>			<b>10%</b>

### 13 Contact information.

For inquiries and support requests, please contact us via email.

1	<a href="mailto:bf@moheri.gov.om">bf@moheri.gov.om</a>
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## 14 Appendices

<b>Appendix No. (1) Content of Research Proposal</b>	
1	Research proposal title.
2	An executive summary.
3	Introduction with a comprehensive review of previous literature (literature review).
4	Objectives of the research project.
5	A list of the expected outputs from the project.
6	Research methodology including the work plan, implementation phases and resources.
7	The time frame with milestones and phased delivery requirements.
8	Project budget details.
9	Members of the research team with the tasks assigned to them.
10	Local or international partnerships are expected in the project, with letters confirming participation.
11	Description of the contribution to capacity building as graduate students and laboratory technicians in the project.

**Appendix No. (2) Expected Impact Criteria**

Criteria		Score
1	The extent to which the proposal relates to national priorities and/or results relate to challenges and needs.	.../5
2	Academic qualifications and practical experiences of the PI and the research team.	.../5
3	The efficiency of the proposed project in terms of outputs (such as scientific publications and patents) and expected benefits compared to the required inputs of financial and human resources.	.../10
4	This research proposal received participatory funding from other parties	.../5
5	The effectiveness and sustainability of the proposed project and the extent to which the expected outputs can be applied, compared to the potential challenges and risks.	.../5
6	The expected impact, including, for example: <ul style="list-style-type: none"><li>• Change policies.</li><li>• Improving the related services provided.</li><li>• Increase quality of life.</li></ul>	.../5
<b>The total</b>		<b>.../35</b>

**Appendix No. (3) Research Excellence Criteria**

Criteria		Score
1	Novelty in the idea of the research.	.../10
2	The comprehensiveness of the literature review.	.../10
3	Clarity of challenge description.	.../10
4	Quality and clarity of the objectives and the extent to which they are relevant to the methodology.	.../10
5	Quality and clarity of the research methodology, work plan and implementation phases during a specified time frame.	.../10
6	The significance of the expected outcomes and their applicability.	.../10
<b>The Total</b>		<b>.../60</b>

  
**Appendix No. (4) Content of Progress Report**

1	Title Page	
2	Disclaimer: We acknowledge the following is our work unless otherwise referenced.	
3	Table of Contents.	
4	Executive Summary	Summarizes the objectives, work methodology, results, and conclusions.
5	Introduction	A brief explanation of what has been accomplished previously and currently to link the various stages of the project.
6	Body of the report	Main delivery requirements, work stages and related activities such as field visits, interim results and linking them to previous and future expected results.
7	The Conclusion	A summary of the results and recommendations that emerged from the research project for this stage.
8	Appendices	Statistics, initial data, questionnaire forms, and published papers.
9	List of sources and references	

**Appendix No. (5) Content of Final Report**

1	Title Page	
2	Disclaimer: We declare the following is our work unless otherwise referenced.	
3	Acknowledgement and appreciation to partners or supporters.	
4	Table of Contents	
5	Executive Summary	Summarizes the objectives, work methodology, results, and conclusions.
6	Introduction	Provides a comprehensive description on all research work stages along with a literature review to link between project objectives and outcomes. It also gives an overview of the overall achieved outcomes.
7	Body of the report	Key delivery requirements, work phases, related activities, and outputs.
8	The Conclusion	A summary of the outcomes and recommendations emerged from the research project, besides all that is related to applying the outputs or how to be a content of research in further advanced stages.
9	Appendixes	Statistics, primary data, questionnaire forms, and published papers.
10	A list of sources and references	