Scheme of HRD Programme for Exchange of ICT Researchers and Engineers

Recognizing the importance of capacity building in sustainable ICT development as expressed in the Brunei Darussalam Statement of the Asia-Pacific ICT Ministers on Building Smart Digital Economy through ICT that was adopted at the "Asia-Pacific ICT Ministerial Meeting on "Building Smart Digital Economy through ICT" held in Brunei Darussalam in September 2014 and the "Strategic Plan of the APT 2015-2017" adopted at the 13th Session of General Assembly held in Yangon in November 2014, APT will be implementing the "HRD Programme for Exchange of ICT Researchers/Engineers". This programme is funded by the Extra Budgetary Contribution from Japan. An outline of this programme is as follows:

1. OBJECTIVE

The objective of the programme is to promote the development of Advanced ICT for Researchers/Engineers in the Asia-Pacific region by exchange of personnel through international collaborative research projects on advanced ICT.

2. OUTLINE

(1) This programme will provide financial support of up to US$60,000 for each project. That amount can be extended up to US$80,000 if the project covers the field of environment or disaster communications.

The final budget allocation to each project is subject to careful examination of the proposal.

(2) The results of the projects will be reported at the APT meeting related to ICT development and will be posted on the relevant APT web sites.

3. SUBJECT FIELD OF RESEARCH PROJECTS

Advanced ICT related work includes

(1) Technologies for Broadband Deployment and Applications such as e-Government, e-Commerce, e-Learning, e-Health, etc.
(2) Technologies for Security;
(3) Mobile Communications Technology;
(4) New technology for Rural Telecommunications;
(5) Language Processing Technology;
(6) Technologies for Realizing Ubiquitous Network;
(7) Telecommunications Policy;
(8) Others

4. FUNDING RESOURCES

5. REQUIREMENTS

(1) Applications are to be submitted through APT Members or Associate Members.

(2) Those wishing to participate in this programme should have sufficient ability to organize a collaborative research project on advanced ICT.

(3) Organizations/institutions and researchers/engineers for the collaborative research project should be well coordinated with each other in advance by the respective organizations/institutions. All collaborative entities must be listed in the application form, which is requested to be sent to the APT Secretariat, with the signature of supporting APT member.

(4) The organizations/institutions involved in the project are requested to ensure that the researchers/engineers nominated for the project will be available for the full period of the project.

(5) The research project shall be carried out within the APT Member countries.

(6) The project should target a social impact in short term in the APT Member countries

(7) The organizations/institutions shall have suitable facilities for the research project and adequate experience in organizing the proposed project.

(8) The project should be completed within eleven months from the date that the APT Secretariat receives the acceptance letter from the awarded Members in response to the announcement of the adoption by the APT Secretariat.

6. SELECTION

(1) Proposed projects will be selected by APT Secretariat in consultation with the Government of Japan based on the aforementioned requirements and the criteria stated below.

(2) APT Members or Associate Members who have submitted the applications will receive notification from APT Secretariat on the result of the selection. The selected project will also be posted on the APT website.

(3) During the selection process of the proposed project proposals, APT Secretariat may interview persons involved in the projects in order to examine the conformity with the aforementioned requirements and the criteria stated below.

(4) During or after the implementation of the projects, APT Secretariat may conduct an investigation to monitor the progress or successful completion of the project.

7. SELECTION CRITERIA

The following points will be considered in the selection.

(1) Contribution to the implementation of the Brunei Darussalam Statement

Asia-Pacific ICT Ministerial Meeting on "Building Smart Digital Economy through ICT" was held in Brunei Darussalam in September 2014 and adopted the "Brunei Darussalam Statement of the Asia-Pacific ICT Ministers on Building Smart Digital Economy through ICT" (For more details, please see our website at http://www.apt.int). In order to promote development in the Asia-Pacific region based on its needs for Broadband and ICT, APT is expected to implement and support actions contained in the "Brunei Darussalam Statement".

a. The output of the research shall be directly or indirectly related to the implementation of action items indicated in the "Brunei Darussalam Statement".
b. The output of the research shall be beneficial to the APT members.

(2) Financial support from the proposing organization

The proposed projects will be given a higher priority if the proposing organization provides financial support to the project.

(3) Involvement of APT Membership

In selecting projects of this programme, a priority will be given to proposed projects with the involvement and support of APT members. A higher priority will be given to the proposed projects with the involvement of Japanese researchers/engineers based in Japan in the collaborative research.

(4) Significance of the research topic

The topic of the proposed research shall address an important issue to increase the knowledge and understanding in ICT related fields.

(5) Sound methodology and plan

The proposal shall have sound scientific methodology with clear objectives and research goals. The plan shall be well conceived and realistic within the timeframe and proposed budget.

(6) Qualifications of research team and organizations

The proposing individual or team shall be well qualified with adequate experience to conduct the research. The research institutes/organizations shall be academically recognized with a good record of achievement.

(7) Specific proposal content

The application form and accounting form should be written as descriptively as possible. If the proposal does not contain the detailed information required for proper implementation, it may not be recognized as a proposal to be evaluated for selection.

8. FINANCIAL SUPPORT

The items to be supported financially are as follows;

Items	Provision
Equipment procurement	Costs for procuring necessary equipment required by the project.
Shipping fee & Correspondence expenses	- Postal charges and shipping costs related to the transportation of materials for the projects. - Communication costs for telephone, fax, e-mail, Internet, etc.
Business Trip	Travel expenses, accommodation fees, etc. (The most economical airfare shall be applied.)
Miscellaneous	Unforeseen expenses not mentioned above. (Up to 10% of the total amount of the financial support)

9. FINANCIAL SUPPORT DETAIL

A. Costs in the Applicant's Country*[1]

(1) It is expected that any local costs related to this project are to be borne by applicants' organization or other collaborative organizations in the applicant's country as far as possible. APT may consider providing some financial support on a case-by-case basis.

(2) Above-mentioned local costs include daily allowance, accommodation, and transportation in the applicant's country, costs related to the office space and equipment (such as table, chair, etc) and communication costs.

(3) The proposing APT Member country should make its best effort in exempting import taxes and custom clearance fees of all relevant equipment used in the project.

(4) Salary for researcher/engineers from the proposing APT Member shall not be borne by APT.

*[1] "applicant's country" is a developing member country where the research is being conducted and excludes the developed country.

B. Costs of Business Trips to a Foreign Country

(1) For a researcher/engineer traveling to developed countries, the daily allowance of US$90- and the actual rate of the hotel accommodation up to 50% of the UN DSA rate as of April 2015 are to be used for proposals. However, actual rate will be applied while implementing the project. Necessary local transportation costs in the developed countries, attached to the overseas trip, can also be covered by the APT financial support.

(2) For a researcher/engineer traveling to developing countries, the UN DSA rate as of April 2015 is to be used for project proposals. However, actual rate will be applied while implementing the project. This amount covers both the daily allowance and the hotel accommodation.

(3) APT may request the project applicants to revise their Accounting Form by using the latest UN DSA rate once their proposals have been shortlisted. (Please ask APT Secretariat on the latest UN DSA Rate if necessary.)

C. Payment Method of APT Financial Support

(1) In receiving the financial report, including documentary evidence such as receipts, the APT Secretariat will determine the total amount of the APT financial support for the project.

(2) Upon request, up to 60% of the approved budget will be provided prior to project implementation.

(3) In principle, the balance will be paid after the completion of the project. However. The balance can be paid earlier if requested in the interim report that is to be submitted 5 months after the commencement of the project.

(4) If the total cost of the project is less than the amount provided prior to the project completion, the balance shall be returned to APT.

(5) Any project cost in excess of the approved budget shall be borne by the Member administrations or the Institutions involved.

10. OWNERSHIP OF THE PROJECT OUTCOMES

(1) After the completion of the project, the equipments will become the assets of the organizations/institutions involved in the project.

(2) APT will share 50% of the copyrights of any outcome including software produced by the project.

11. REPORTING TO THE APT SECRETARIAT

(1) An interim project report and an interim accounting report should be submitted to the APT Secretariat at five months later after the commencement of the project.

(2) The following reports should be submitted to the APT Secretariat within one month after the project completion.

a. The project completion report, showing the detailed output and analysis of the project results.

b. The accounting reports, attached with the original certification or original receipts.

(3) In case any changes are needed to the initial project plan or budget, such changes shall be immediately reported to the APT Secretariat for approval.

(4) Further information may be requested by the APT Secretariat if deemed necessary.

(5) The final project reports will be posted on the APT website.

(6) The results of the projects shall be reported at APT meeting related to ICT

development in order to share the result with the APT members.

12. LIABILITY

(1) APT will not be responsible for any accidents, personal injury or any loss during the implementation of the projects under this programme.

(2) APT is not liable for any legal implications arising from the implementation and operation of the projects.

13. CONTACT DETAIL

(1) If you have any questions, please do not hesitate to contact the APT Secretariat at e-mail address to aptict@apt.int or fax no. +662 573 7479 or 574 4226.

(2) Additional information and forms can be downloaded from the APT website at http://www.apt.int/ICT-J2