

PRESENTATION DOCUMENT 2022
Call for applications open till December 31, 2022

1. GENERAL FRAMEWORK

AUF's support for scientific events and publications is an activity initiated within the project "Promotion of research in the Middle East". This action responds to AUF's strategic priorities established and adopted during its 2021 General Assembly.

The purpose of this support is to:

- promote French-speaking scientific research in the service of the development in the countries of the region;
- put dissemination and visibility tools at the service of research;
- increase the visibility and ensure the sustainability of French-speaking scientific research in the Middle East;
- contribute to the promotion of French-speaking scientific production.

As part of this action, the support of the AUF will be reflected in supporting scientific events and publications through a permanent call for applications for 2022 which will be open from January 17 until December 31, 2022, to support scientific events that will take place between **May 1, 2022 and February 28, 2023**, as well as publications produced in French.

Support requests or applications must be submitted by the organizer of the scientific event or the author of the publication, that must be related **to a higher education and research institution member of AUF in the Middle East**.

Support requests or applications must be submitted online within a **file** completed in accordance with the timetable of the call for applications, that could be downloaded from AUF website, **two months before the event's beginning**.

2. MAIN OBJECTIVE

The visibility and valorization of francophone research in the region. Consequently,

- 1°- This program supports events taking place in the Middle East and organized by a higher education and research institution member of AUF and the Middle East, as well as publications produced in French by Middle Eastern researchers.
- 2°- This program primarily supports international and multilateral events. Due to the health context, it is recommended to prioritize online events, in whole or in parts.
- 3°- This call for application concerns all disciplines. A particular attention will be given to events addressing innovative topics with a scientific and/or social important impact.
- 4°- Our support is intended **primarily** to cover the following activities:
 - Mobility allowances (tickets and living expenses) for speakers coming from the South: priority will be given to the mobility of researchers from this region or other regions from the South, knowing that a mobility North – South could be given as an exception; **the financial support will be canceled if the in-person scientific event can no longer take place on the scheduled dates.**
 - Publication and **dissemination** of the proceedings (*preferably in an electronic format, CD-Rom or online*);

- **Dissemination** of publications in French.
- The promotion of French language within multilingual scientific events (translation, interpretation...);
- Communication, production and advertising costs related to the scientific event. The maximum eligible amount for communication costs is 1000€.

Administrative and other general costs are considered as ineligible. Will also be ineligible the costs of insurance, catering, and local transport (meals, printing, taxi costs etc ...)

3. FILE CONSTITUTION

The application file must include all of the following annexes which condition its admissibility. The application form, must be submitted online two months before the event's date.

The organizer of the event must:

Submit the application form, duly completed, online: [Formulaire - Soutien à l'organisation de manifestations scientifiques 2022](#), with the requested annexes:

1. **"Declaration and signature"** Document to be downloaded from the AUF website, signed by the highest authority of the establishment (authorized representative of the University or the institute hosting the event) and by the organizer of the event.
2. **The list of the scientific committee**, to be downloaded from the AUF website, indicating: Name, Surname, title, field of specialization, affiliated university, country
3. **The list of the organizing committee**, to be downloaded from the AUF website, indicating: Name, Surname, title, field of specialization, affiliated university, country
4. **The detailed program of the event** (indicating the names, qualities and affiliated university of the speakers, as well as their presentations titles)
5. **The list of expected speakers**, to be downloaded from the AUF website, for whom the support is requested (specifying their names, qualities and affiliated university)
6. **The total projected budget of the event**, to be downloaded from the AUF website, (by objective of expenditure and revenue), with a payment schedule showing the contribution of each partner **and the estimated budget of the support requested to the AUF in detail** (speakers participation fees, proceedings publication fees and/or translation – interpretation fees)
7. **Speakers' abstract CV** for whom the support is requested with a focus on the acquired experience related to the event topic.

If applicable, and according to the type of the support requested, you must provide quotes for the publication of proceedings, translation/interpretation fees and communication fees.

The author of the publication must:

Submit the application form, duly completed, online: [Formulaire - Soutien à la publication scientifique 2022](#), with the requested annexes:

1. **"Declaration and signature"** Document to be downloaded from the AUF website, signed by the highest authority of the establishment (authorized representative of the author) and by the author of the publication.
2. **The Reading committee** list indicating: Name, Surname, title, field of specialization, affiliated university, country
3. The resume of the author of the publication
4. The expected detailed budget for the publication including the amount requested to the AUF
5. The Publisher letter
6. The summary of the work and the expected date of publication
7. The Reading Committee opinion

4. PROCEDURE OF IMPLEMENTATION

File processing

AUF Middle East Regional Directorate receives the files and acknowledges receipt to the applicants:

1. Assess files admissibility
2. Give a justified opinion taking into account the **regional opportunity** for supporting the event, submit files to scientific expertise when necessary, and determine **the type of support provided and the amount of the financial support**.

AUF Decision and support implementation

The regional Director:

1. will give the **final decision** according to a list of criteria and using a rating scale that determines the total amount of the financial support.
2. will inform applicants of the outcomes of the selection.

Signature of the Agreement

An Agreement specifying the modalities is signed between the AUF and the organization institution. The Agreement is signed once the Middle East Regional Directorate receives all the required endorsement documents (at least two months before the event).

In case the application form or the endorsement documents were not sent in due time or in case information are not in accordance with the file submitted, AUF reserves the right to terminate or modify the support granted.

Payment of the grant

Credits are paid by the Middle East Regional Directorate in two installments:

1. The first installment, 80% from total amount, after the return of the completed and signed agreement;
2. The second installment, 20% from the total amount, after the presentation of scientific and financial reports with vouchers. **In case the AUF support includes proceedings publication:** a complete digital version of the proceedings must be sent as well as two printed copies. **In case of publication support:** 5 copies of the published work as well as a complete digital version must be sent, so it can be put online after publisher's consent, on the AUF digital websites.

5. VISIBILITY

In order to support the visibility of AUF contribution, the beneficiary should mention AUF participation, and AUF logos must be used on all promotional materials and official documents.

In case of scientific events support, the AUF Middle East Regional Directorate must be informed of the opening session in order to be represented. The AUF reserves the right to publish and disseminate scientific reports in whatever format and in full, and undertakes to mention the names, titles and qualities of the persons involved in the event.

1. Presentations must be made available as podcasts on the website of the event or organizer within three months following the event
2. The AUF, following the publisher consent, reserves the right to put online the complete digital version of the published papers or work on AUF digital websites. The online publication of the digital version, if authorized, may be postponed for a certain period according to the publication date.

For any request or question concerning this call for applications, please contact us:

Visit DRMO website <http://www.auf.org/moyen-orient/> for updates.

The institution is located in the Middle East region:		To contact us:
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