

## TÜBA-TÜBİTAK Uzbekistan Aziz Sançar Research Fellowship Programme 2023 Year Call Announcement

### 1. The Aim and Scope of the Call

The purpose of the programme, which was prepared pursuant to the protocol signed between TÜBİTAK and TÜBA on 27.12.2022, is to promote of scientific and technological cooperation during and after doctoral studies between Türkiye and Uzbekistan. This call announcement covers the procedures and obligations related to the applicants and/or international young researchers supported by the programme.

### 2. The Scope, Amount and Duration of the Fellowship/Support

#### 2.1. Scope of the Support

Within the scope of the programme, the young researchers are provided with the following support;

- Monthly fellowship (stipend) to cover living costs in Turkey and
- Travel costs arrival and departure from Turkey.

#### 2.2. Amount and Duration of the Support

The support amounts to be provided to the fellows within the scope of the programme is stated in the website of the programme.

The duration of the support is minimum 12 months and maximum 36 months.

### 3. Terms of Application, Required Documents and Method of Application

#### 3.1. Terms of Application

**3.1.1.** Be permanent residents and nationals of Uzbekistan (the dual citizens, the individuals who renounced Turkish citizenship for any reason are not eligible for the application).

**3.1.2.** Must not hold any visa for temporary or permanent residency in Turkey or any country;

**3.1.3.** Not currently residing in the host country (Turkey);

**3.1.4.** Having a reference letter from Uzbek Government public institutions, Uzbekistan Universities or Uzbekistan Academy of Sciences;

**3.1.5.** Having an official acceptance at an eligible department, institution or laboratory of a public university or public research centers in Turkey\*;

#### 3.1.6. For doctoral students;

**3.1.6.1.** By the deadline date of the application, having registered to a doctoral in the fields specified in the call text in a higher education institution in Uzbekistan. S/he must have successfully passed the PhD qualifying exam or be in an advanced stage of their PhD in the fields specified in the call text.

**3.1.6.2.** Being 35 years old or younger on 31 December of the application year.

#### 3.1.7. For post-doctoral researchers;

**3.1.7.1.** Holding a PhD degree certificate in the fields specified in the call text;

**3.1.7.2.** Being 45 years old or younger on 31 December of the application year.

\*Pertain to this programme, the authority to determine the institution where the researchers will conduct their research and the academic advisor in Turkey belongs to the TÜBA-TÜBİTAK Özbekistan Aziz Sancar Fellowship Programme Selection Committee.

### 3.2. Eligible fields:

- Basic Sciences (Biology, Physics, Chemistry, Mathematics, Molecular Biology and Genetics),
- Engineering Sciences,
- Astronomy, Earth and Space Sciences,
- Information Technologies,
- Agricultural Sciences (Agriculture, Food, Animal Science, and Veterinary),
- Social Sciences (International Relations, Political History, Educational Sciences)

### 3.3. Required Documents

It is mandatory to upload the documents listed below to the application system, during the online application period. Templates for these documents are available for download.\*

- Scanned copy of the identity and visa sections of the passport;
- The [Research proposal form](#) prepared in the format determined by TÜBİTAK;
- A reference letter taken from Uzbek Government public institutions, Uzbekistan Universities or Uzbekistan Academy of Sciences;\*\*
- Additional documents specific to doctoral students;** the official [Registration & No Objection Certificate](#) indicating that the candidate is registered as a PhD student abroad and that he/she is successful in PhD proficiency exam/being an advanced stage of their PhD research is taken in the last three months before the application date
- Additional documents specific to postdoctoral researchers;** the official/notarized copy of PhD diploma. If the diploma of the applicant is not ready, a temporary graduation certificate or an official letter on the applicant's graduation.

\*The selection committee may interview the names on the final and waiting list to measure their language competence in English or Turkish.

\*\*Reference letters must be sent directly to TÜBA by the official authorities via the following email address [azizsancarbursu@tuba.gov.tr](mailto:azizsancarbursu@tuba.gov.tr)

### 3.4. Method of Application

- To be able to submit the online application form to TÜBİTAK, the candidate must first create a profile on the platform in the TÜBİTAK Researcher Information System ([ARBIS](#)).
- Applications are submitted online via the TÜBİTAK online application system through [TYBS](#) within the dates indicated in the call announcement.
- Documents to be uploaded to the application system must be in Turkish or English. Documents prepared in other languages must be accompanied by their certified Turkish or English translations.

- 3.4.4.** During the application stage, it is sufficient to upload the documents into the application system and they are not required to be delivered to BİDEB by email or post.
- 3.4.5.** Within the application period, the application can be withdrawn from the online system. After the application period is over, a signed petition stating the application year and period for withdrawal process in the evaluation stage should be sent to BİDEB. An update will be made after the petition reaches to BİDEB.

#### **4. Evaluation**

The applications are evaluated in two phases.

##### **4.1. Preliminary Assessment**

- 4.1.1.** Application documents are checked during a preliminary assessment. Applications which do not fulfil the requirements or are lacking any requested documents, missing documentation in the requested format or are not submitted within the application period, or submitted by fax or e-mail will be returned without being subjected to scientific evaluation.
- 4.1.2.** Applicants can object to the results of the preliminary examination with a reasoned petition within one week from the date of notification of the results. If the objection is accepted, the application can be subjected to the scientific evaluation with the decision of the Group Executive Committee (GYK), provided the appropriate opinion of the TÜBA Presidency.

##### **4.2. Scientific Evaluation**

A scientific evaluation is carried out by expert panelists/consultants based on the evaluation criteria.\*

###### **4.2.1. Excellence**

- 4.2.1.1. The Quality and credibility of the research/innovation project; level of novelty, inter/multidisciplinary aspects.
- 4.2.1.2. The Quality and appropriateness of the training and of the two-way transfer of knowledge between the researcher and the host.
- 4.2.1.3. The scientific competence of the academic advisor(s) in Turkey and the integration of the researcher with the institution/organization in which the research will be conducted.

###### **4.2.2. Implementation**

- 4.2.2.1. Consistent and effective methodology and work plan: Work packages, Success Criteria.
- 4.2.2.2. Compliance of project management structure and monitoring processes including risk management.
- 4.2.2.3. Appropriateness of the infrastructure of the institution/organization to which the research will be conducted.

###### **4.2.3. Impact**

- 4.2.3.1. Widespread impact of project outputs.

4.2.3.2. Quality of delivery of project activities to different target groups.

4.2.3.3. Effects on career development of young researcher.

Evaluation is based solely on documents uploaded to the application system. For this reason, the documentation for each requirement must be uploaded to the system in clear and determined context. Documents which only contain links of web pages will not be considered.

\*Within the scope of the scientific evaluation process, all application files are shared with TÜBA in order to match reference letters sent by public authorities of Uzbekistan and make the pre-appointment of the institution in which the research will be carried out and academic advisor in Türkiye. Subsequently, Scientific panels are formed by BİDEB with the panelist suggestions taken from TÜBA. The applications to be supported are the support amount are finalized by the joint decision of the presidents of TÜBA and TÜBİTAK, provide that the enforcement and approval processes in TÜBA and TÜBİTAK are completed.

## 5. Required Documents to Initiate the Fellowship

To initiate the fellowship, the fellow must submit the following documents to BİDEB:

- 5.1. Invitation letter taken from the highest authority of the institution in which the research will be carried out in Türkiye.
- 5.2. The letter of commitment signed by the researcher and the academic advisor at the institution in which the research will be carried out.
- 5.3. If the research requires, the approval certificate obtained from the Ethics Committee of the institution in which the research will be conducted or from any relevant Ethics Committee.
- 5.4. After the submission of the above-mentioned documents to BİDEB, support payments of the fellow will be initiated based on the starting date of the research. The start date of the research must be the first day of the month in which the research will start.
- 5.5. Fellowship payments are paid within the first 10 days of the following month to TRY bank accounts on the names of fellows based on the information given in the letter of commitment by the fellow.
- 5.6. TÜBA covers the researchers' arrival and departure costs from Turkey at the beginning of the fellowship and on completion of the fellowship. Researchers who are eligible for support under this programme should contact TÜBA for ticketing procedures at [azisansancarsu@tuba.gov.tr](mailto:azisansancarsu@tuba.gov.tr)

## 6. Monitoring and Finalization

- 6.1. In relation to their research, the fellows should upload progress and final reports to the online monitoring system on the dates specified by TÜBİTAK. It is sufficient to upload the reports to the [online monitoring system](#). Reports uploaded to BİDEB online monitoring system must be also submitted to TÜBA via the following email address [azisansancarsu@tuba.gov.tr](mailto:azisansancarsu@tuba.gov.tr)

- 6.2.** A progress report is not requested from the fellows whose support periods are less than 10 months, and it is sufficient for them to upload their final reports to the online monitoring system on the dates specified by TÜBİTAK. Fellows whose support period is determined as 10 months and more are required to upload [progress report\(s\)](#) every 6 months following the start date of their research and a [final report](#) within 2 months of the end date of their research.
- 6.3.** Progress reports can be uploaded to the online monitoring system no more than 10 days after the submission dates specified by TÜBİTAK. In case of any delay of the submission of progress reports, the fellowship payments will not be paid and the fellow will be given an additional period of 2 months. The fellowship payments of the fellows who submit their progress reports within the given time period will continue where they left off. The support given to the fellows who do not submit their progress reports to BİDEB within 2 months without relying on *force majeure* reasons may be repealed or canceled with the decision of the GYK and the approval of the Presidency provided the appropriate opinion of the TÜBA Presidency.
- 6.4.** If the final report is not uploaded to the online monitoring system within 2 months following the research end date, the fellow can request additional time with a reasoned and signed petition. If the request is considered appropriate by the GYK, provided the appropriate opinion of the TÜBA Presidency additional time may be given for the completion of the report. The fellowship support of the fellow who does not submit their final reports to BİDEB in the additional time given, can be repealed or canceled by the GYK decision and the approval of the Presidency, provided the appropriate opinion of the TÜBA Presidency.
- 6.5.** Progress and final reports are evaluated by academic experts to be assigned by BİDEB. Reports that are not sufficient as a result of the evaluation are requested to be revised within 2 months. The support of the fellow who does not send the necessary revisions within the given time period or whose revised reports are not accepted can be repealed or canceled by the decision of the GYK and with the approval of the Presidency provided the appropriate opinion of the TÜBA Presidency.
- 6.6.** TÜBA and TÜBİTAK support should be stated in the publications within the scope of the programme and, if available, the publication should be uploaded to the online monitoring system in addition to the progress and final reports.
- 6.7.** It is essential for the fellows to complete his/her research successfully within the fellowship period assigned by TÜBA and TÜBİTAK. If fellows, who are supported for less than the maximum support period (36 months) wish to extend their fellowship, they should deliver the following documents to BİDEB 2 months before the end date of the fellowship period:
- 6.7.1.** [Request Form for Fellowship Extension](#). This form also includes the summary of the research carried out by the fellow during the period of support and a reasoned request for the extension of the period signed by the fellow and the academic advisor(s) in Türkiye.
- 6.7.2.** A detailed research report on the studies that will be carried out within the requested period. This report should be prepared in the “Progress Report”

format in the “Application Forms” available on the official programme website.

If the request for extension is deemed appropriate by GYK, it will be finalized with the approval of the TÜBİTAK Presidency, provided the appropriate opinion of the TÜBA Presidency. The extended period cannot exceed fifty percent of the initially awarded support period of the fellowship.

**6.8.** In the event of a situation requiring the suspension of fellowship based on *force majeure* or an excuse that GYK could accept, provided the appropriate opinion of the TÜBA Presidency the fellow and the academic advisor(s) in Turkey must apply to BİDEB with a justification within 20 days from the date of the incident. Fellowship support can be suspended if GYK deems appropriate, provided the appropriate opinion of the TÜBA Presidency. The suspension period may be up to 12 months during the support period and no payment will be made to the fellow during this period. Upon request of the fellow and the academic advisor in Turkey regarding the resumption of the discontinued support, if deemed appropriate by the GYK provided the appropriate opinion of the TÜBA Presidency, the fellowship support will recommence and the suspension period will be added to the fellowship period.

**6.9.** In the event that no request is submitted by the fellow and the academic advisor in Turkey for the resumption of support within the suspension time, the support of the fellow can be repealed or canceled by the decision of the GYK and with the approval of the Presidency, provided the appropriate opinion of the TÜBA Presidency.

**6.10.** If the fellow wants to leave the programme earlier than the end date of the fellowship without completing the research or completed the research earlier than the end date of the fellowship, the fellow and academic advisor in Turkey must apply to BİDEB with appropriate justification 15 days before. without successful completion of the programme the following conditions will apply:

**6.10.1.** In the case of abandonment of the fellowship, the fellowship support will be repealed or canceled by the decision of the GYK and the approval of the Presidency provided the appropriate opinion of the TÜBA Presidency.

**6.10.2.** In case of early completion of the research, fellowship payments will not be paid from the date of completion. The final report that is prepared for research results and outputs obtained until the date the research was stopped must be uploaded to the online monitoring system within 2 months. The support of the fellow is terminated with GYK decision and with the approval of the Presidency, provided the appropriate opinion of the TÜBA Presidency based on the approval of the final report as a result of the monitoring evaluation by scientific experts.

**6.11.** In case of a request to change the host institution/organization or the academic advisor(s) in Turkey, the fellow should apply to BİDEB submitting the following documents:

**6.11.1.** [Request Form to Change of Host Institution/Academic Advisor\(s\)](#). The fellow and the current, and the new academic advisor in Turkey must be signed the relevant parts of the form.

**6.11.2.** The acceptance letter from the highest authority of the new host university in which the research will be conducted.

If GYK decision approves the request provided the appropriate opinion of the TÜBA Presidency, the transfer can proceed. Following the approval, the Letter of Commitment of the fellow will be renewed.

**6.12.** In case the fellow requests to make changes on the research title without changing the research subject to which it is entitled to support, the fellow must apply to BİDEB along with a letter of justification signed by the fellow and the academic advisor in Turkey. With the GYK approval, provided the appropriate opinion of the TÜBA Presidency, the research title can be changed.

## 7. Obligations

**7.1.** Notifications are generally made electronically by TÜBİTAK BİDEB. For this reason, it is necessary to provide an electronic address suitable for notification and to keep the contact information up to date.

**7.2.** The fellow is obliged to initiate the research and fellowship within 12 months of the date of the award letter. The status of the fellows who cannot start their research due to health, natural disaster and similar *force majeure* and other reasons can be evaluated by GYK provided the appropriate opinion of the TÜBA Presidency, the fellowship initiation period can be deferred up to 6 months at the most. A fellow who does not begin his/her research within 12 months without the decision of the GYK cannot claim any rights on the fellowship.

**7.3.** The fellow and the academic advisor in Turkey must comply with universal scientific research and scientific publishing rules during the conduct of the research. Where necessary, it is obligatory to obtain the Ethics Committee Approval document and the legal permission from the relevant institutions for the research to be done. In case of a violation of the above-mentioned rules, legal actions shall be carried out in accordance with the provisions of TÜBİTAK Directive in Research and Publication Ethics Committee (AYEK) or Industrial Ethics Committee (ENDEK).

**7.4.** The fellow is obliged to report all kinds of fellowship or financial support, which are received from another institution in Turkey during the fellowship period to BİDEB within 15 days from the starting date of the support. If the fellow has any financial support received from another institution, the amount of the support within the scope of this programme might be separately determined by the GYK provided the appropriate opinion of the TÜBA Presidency.

**7.5.** The fellows have to maintain their research studies full-time during the fellowship period. The fellow is obliged to inform TÜBİTAK about any short or long-term visits away from the host institution and the duration of such visits within 10 days of the occurrence causing the time away. Duration of time away for less than 15 days per year shall not interrupt the fellowship payment. For any durations longer than 15 days GYK and the Presidency may consider temporary suspension, repeal or cancelation of the fellowship provided the appropriate opinion of the TÜBA Presidency. In such a

scenario, any stipend paid for this period will have to be returned to BİDEB by the fellow.

- 7.6.** Those who receive fellowship within the scope of this programme cannot receive project incentive bonus (PTI), fees, royalties, and similar financial support from other projects supported by TÜBİTAK at the same time.
- 7.7.** In the case of those who receive or are eligible to receive fellowship from other programmes of TÜBİTAK, this situation should be reported to TÜBİTAK in writing by the fellow. If otherwise determined, the fellow is obliged to pay back the entire fellowship amount to BİDEB along with the legal interest.

In case of non-compliance with the obligations, action is taken in accordance with the provisions of this Call Announcement and the Letter of Commitment.

#### **8. Call Calendar (Application Period, Starting, Ending and Result Announcement Dates)**

Application Period	Starting Date	Closing Date
1 <sup>st</sup> Term	12 June 2023	14 July 2023

#### **9. Related Legislation (Directive, Programme Instruction, Evaluation Instruction)**

- 9.1** Presidential Decree no.4 dated 15/07/2018 and numbered 30479.
- 9.2** [Directive on the Programmes to be carried out by the Department of Science Fellowships and Grant Programmes under The Scientific and Technological Research Council of Turkey.](#)
- 9.3** [Rules and Procedures with regard to the running of the Department of Science Fellowships and Grant Programmes under The Scientific and Technological Research Council of Turkey.](#)
- 9.4** TÜBA-TÜBİTAK Uzbekistan Aziz Sançar Fellowship Programme Cooperation Protocol.
- 9.5** Instruction on Evaluation of Applications and Reports in BİDEB Fellowship and Support Programmes by Panel/Advisor/Advisor Board Method.
- 9.6** In cases not specified in the relevant legislation and in the announcement of this call, the decisions of the GYK are implemented provided the appropriate opinion of the TÜBA Presidency.

#### **10. Other Provisions**

- 10.1.** There is no retroactive payment to the fellows who choose to arrive to Turkey by their own means before the date on the acceptance letter.
- 10.2.** Monthly stipends are paid to the fellows within the upper limits determined by TÜBİTAK.
- 10.3.** Candidates must organize their own comprehensive medical insurance for the period of their stay before travelling to Turkey. TÜBA and TÜBİTAK does not make any payments for this.
- 10.4.** In case the fellowship support is cancelled, all payments made to the fellow are refunded from the fellow with the legal interest.



## 11. Definitions and Abbreviations

- **Academic Advisor in Turkey:** The academicians to be working in the university/research infrastructure in Turkey during the course of the research.
- **Academic Expert:** The expert person who is assigned to examine the activities related to support and who makes his/her assessment in accordance with the format determined by TÜBİTAK and if necessary by visiting on site.
- **Advisor:** Expert persons in the field appointed by BİDEB to evaluate, advise, or assist the boards on fellowship/support/activity applications.
- **AYEK:** TÜBİTAK Research and Publication Ethics Committee.
- **BİDEB:** Science Fellow and Grant Programmes Department.
- **ENDEK:** TÜBİTAK Industrial Ethics Committee.
- **Fellow:** The undergraduate or graduate student who receives a fellowship from BİDEB for the purpose of university undergraduate or graduate studies at home and/or abroad and the researchers who receive a postdoctoral research fellowship.
- **Fellowship:** Monthly payments made to the fellows for the amount and duration determined by The Science Board in order to cover the living expenses of the students and researchers who are undergraduate and/or graduate students at home or abroad and who are determined in accordance with the special rules and principles.
- **Final Report:** The report to be prepared by the fellows and the academic advisor(s) in Turkey in accordance with the forms and procedures determined by TÜBİTAK indicating the added value and gains obtained from the research results and outputs at the end of the support period.
- **Group Executive Committee (GYK):** The Executive Committee of the Scientist Support Groups that form opinions, suggestions and decisions on issues related to group activities,
- **Institution's Highest Authority:** In the case of public universities, the rector or the authorized vice-chancellor, the person authorized by the board of trustees in the foundation universities, the director of the center in case of a research infrastructure that is qualified under the Law No. 6550.
- **Management Board:** Means the Management Board of TÜBİTAK.
- **Panel:** Meeting held by scientists who are experts in their respective fields and having duty for the evaluation of fellowship and support applications.
- **Panel Member:** Expert persons in the field assigned to give opinions at the meeting of the evaluation of fellowship and support applications conducted by BİDEB.
- **Presidency:** TÜBİTAK Presidency.
- **Programme:** Fellowship, support and/or competition programmes conducted by BİDEB in order to fulfil the duties stated in (h) and (j) clauses of Article 2 of Law No. 278.
- **Progress Report:** The report prepared by the fellow and the academic advisor(s) in Turkey in accordance with the forms and procedures determined by TÜBİTAK in order to monitor periodical developments on the dates specified by TÜBİTAK.
- **Research Infrastructure:** Research infrastructures that have obtained proficiency under the Law No. 6550 on the Support of Research Infrastructures.

- **Recognizance:** A signed statement that the person benefiting from the support will comply with the rules and obligations set out in the programme legislation.
- **Selection Committee:** The committee consisting of scientists agreed by TÜBA and TÜBİTAK to work within the scope of this fellowship programme.
- **TÜBA:** Turkish Academy of Sciences
- **TÜBİTAK:** Scientific and Technological Research Council of Turkey.
- **TWAS-UNESCO:** The World Academy of Sciences - for the advancement of science in developing countries.

## 12. Contact Details

TÜBİTAK-BİDEB (The Department of Science Fellowships and Grant Programmes)  
The Coordinatorship of Research and Fellowship Programmes  
2216C - TÜBA-TÜBİTAK Uzbekistan Aziz Sancar Research Fellowship Programme  
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