



1. BACKGROUND

The Québec Ministère des Relations internationales et de la Francophonie and the Western Cape Government are launching a Québec-Western Cape call for cooperation projects. The call for projects is aimed at organizations and institutions active in the **research and innovation, education, professional and technical capacity building, clean technologies sectors and entrepreneurship development**.

2. OBJECTIVES

- Encourage exchanges and foster long-lasting partnerships between Québec and the Western Cape.
- Encourage the sharing of expertise and increase the international mobility of workers, young people, entrepreneurs and teachers.

3. TARGET SECTORS

Research and innovation

Foster partnerships and the development of research and innovation projects, in particular by increasing the mobility of researchers, research students and research and development specialists. The organizations targeted for these partnerships are universities, research centres (including college technology transfer centres) and small- and medium-sized companies.

Education and professional technical capacity building

Promote exchanges and institutional partnerships in the education sector, in particular by increasing the mobility of teachers, students and specialists. Encourage exchanges and partnerships as well as the sharing of expertise in professional and technical capacity building in order to meet the needs of the labour market.

Clean technology

Promote exchanges and foster the development of partnerships between organizations and companies active in the clean technology sector with a view to sustainable development. The energy, residual materials, water and soil sectors are targeted by this call for projects.

Entrepreneurship development

Build partnerships and support the development of new research activities. Support entrepreneurial innovation. Facilitate knowledge and expertise sharing.

4. ELIGIBILITY CRITERIA

- The project must be bilateral, that is, it must include at least one Québec and one Western Cape partner.
- The project must generate tangible mutually beneficial benefits for the partners.
- The partners must demonstrate their ability to deliver the project in its entirety within the budgetary framework and timeframe set out in their application.
- The complete application must include the following documents:
 - Duly completed project presentation form
 - Project summary sheet
 - Proof of stand-alone funding capacity
 - Curriculum vitae or description of the relevant professional experience of the Québec and Western Cape project coordinators
 - Any other document deemed necessary (e.g., description of the professional expertise of the Québec organization and the Western Cape partner).

5. ELIGIBLE CLIENTS

- The funding requested may not exceed \$10,000 and must cover a maximum of 50% of the total budget for the project.
- The project promoter must be a legal entity with its head office in the Province of Québec and must have been legally constituted for at least three years.
- It must be linked to the research and innovation, education, professional and technical capacity building, clean technology sector or entrepreneurship development.
- The organization must commit to providing a financial and narrative report on the funded project. Organizations that failed to complete reporting requirements for projects funded by the Québec Ministère des Relations internationales et de la Francophonie under previous calls for projects will be denied the opportunity to submit a new project until they have met their obligations.

6. GUIDANCE FOR FUNDING

The projects to be funded will be chosen by a selection committee composed of representatives from the Québec Ministère des Relations internationales et de la Francophonie and the Western Cape Government as well as from the sectoral government departments concerned.

- Funding from the Québec Ministère des Relations internationales et de la Francophonie will be determined based on the 2019–2020 and 2020–2021 financial scales.
- The grant awarded must cover a maximum of 50% of the total budget for the project. The project coordinator must have access to other sources of funding, in cash or in kind. Co-funding with other organizations is especially encouraged.
- The amounts will be paid exclusively to the Québec project partner project
- The amount requested must be used in accordance with the eligible expenditures set out in this document.
- Organizations having received funding commit themselves to producing a financial and narrative report, which include the anticipated impacts of the proposed project.

6.1. ELIGIBLE AND UNELIGIBLE CRITERIA

The maximum grant is \$10,000 and must cover a maximum of 50% of the total budget for the project.

ELIGIBLE EXPENDITURES

- Québec-Western Cape return economy air fare and local transportation costs in Québec and the Western Cape
- Daily per diems for mission participants
- Organizational expenses for events, symposia, conferences, training activities or other similar activities
- Costs of publishing or disseminating the results of the project
- Visa delivery costs, where applicable

INELIGIBLE EXPENDITURES

- Expenditures related to the ongoing operations of an organization or the remuneration of its personnel
- Expenditures covered by funding from another government program
- First class or business class air fare (or the equivalent) and excess baggage fees
- Travel expenses and per diems for stays outside the Western Cape (for Quebecers) or Québec (for South Africans)

The project must have other sources of funding to pay for budget items not covered by this call for projects.

7. EVALUATION CRITERIA

The projects will be evaluated based on the following criteria:

- The relevance of the project submitted with regard to the objectives of the cooperation project and the sectors targeted
- The possibility of establishing complementary, long-term partnerships based in part on reciprocal active

- involvement of the partners
- The innovative nature and originality of the cooperation project
- A demonstration of concrete benefits conducive to the development and strengthening of ties between Québec and the Western Cape in the research and innovation, education, professional and technical capacity building, clean technologies sectors and entrepreneurship development
- The quality, rigor and diversity of the funding structure
- The realism of the objectives and expected results in relation to the work plan, the time frame and the financial structure of the project

8. CLOSING DATE OF THE CALL FOR PROJECTS

The project application form must be sent before January 20th, 2020, by email to the email address given below.

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Feel free to contact Ms. Légaré if you have any questions concerning the submission of a project or the selection procedure.

No applications received after 20 January 2020 (11:59 p.m.) will be considered.