



NORMS, PROCEDURES AND CONDITIONS FOR PRODUCTION RESEARCH FUNDING

Norms and Conditions

1. Applications in electronic format must reach the Trust on or before **31 October**.
2. The Trust will only consider proposals in the prescribed format that are submitted before or on the date as stipulated.
3. All research proposals will be sent for review to South African and international experts (*applicants are requested to submit the names and contact details of appropriate experts*).
4. The reports of the reviewers will be assessed by the Maize Production Research Panel comprising of South African experts. The Panel will evaluate and prioritise the various proposals based on the feedback received from the reviewers.
5. The Panel will inform the Maize Forum Steering Committee and Trustees of their recommendations. The Trust's Administrators will inform the researchers and the research administration offices of the various institutions about the Trust's decisions thereafter.
6. The Trust strongly prefers and wishes to promote meaningful collaborative research concerning maize production. However, it is accepted that in some instances researchers may wish to pursue their own research interests. Researchers are further encouraged to actively pursue the possibility of co-funding within their own institutions or from other local and international funding agencies, as the Maize Trust does not have unlimited funds.
7. Although each application will be considered on merit, the Trustees will, *inter alia*, take the following into consideration:
 - the requirements of the South African maize industry;
 - the availability of funds and the cost factor of the specific application;
 - the benefit that an application may have for the maize industry as a whole;
 - any other matters that the Trustees may deem appropriate.
8. The Trustees may, in their discretion, prioritise the different applications and reject the funding of any capital items or overseas travelling costs that may be included in an application. The Trust also reserves the right to request more detailed information were deemed necessary.
9. Applicants are allowed to include depreciation of assets in their applications, on condition that they have to submit the full details thereof.



10. Each project approved for funding by the Trust will be evaluated and monitored periodically. The Trust explicitly reserves the right to request interim progress reports and to visit the premises of the applicant (or the project) at any given time, if deemed necessary, either by the Trustees themselves, the Administrators of the Trust or by agents appointed by the Trust.
11. When an application is approved for funding, the Trust may impose such conditions or lay down such rules relating to the funding as the Trustees in their discretion might deem necessary for that particular project, in addition to the Trust's standard conditions of funding, as set out hereunder.

Standard Conditions of Funding

1. If an application for funding is approved by the Maize Trust, payment to that beneficiary will be made as follows:
70% of the funding upon approval by the Trust
30% of the funding once the Trust is satisfied with the final progress report
2. In the funding letters, that will be sent out once the projects have been approved by the Trust, there will be requested to issue invoices to the Trust in connection with the project payments. Please note that no payments will be made if an invoice has not been received. Value Added Tax (VAT) is therefore calculated at a zero rate.
3. Except where the Trustees decide otherwise, it is an explicit provision in every financial distribution by the Trust in respect of research, that the results of the research project must be public knowledge. The researcher (applicant) has to agree to this notwithstanding any trade or intellectual property rights that may exist with regard to such research or its results.
4. All financial contributions by the Trust are to be acknowledged in all publications and in the results of all projects by the beneficiary of the funding from the Trust.
5. A final report has to be submitted by all beneficiaries no later than 3 months after the project has ended, but additional reports could be requested by the Trust at any time during the duration of the funding period. Any payment by the Trust to a beneficiary, based on a progress report, will only be made once the Trustees have considered and declared themselves satisfied with that report.
6. The Trustees will in their own discretion monitor projects that are funded and may use the services of technical or research advisers, or other experts, to assist in the consideration and monitoring of such projects.



7. If a funded project is terminated or delayed for whatsoever reason, or if there is a surplus of funds in relation to a project –
- a) the beneficiary must declare and repay the funding balance to the Trust;
 - b) should the Trust find malice to be present, the beneficiary will be liable for interest on the surplus funds from the date of payment by the Trust up to the date of repayment, at the interest rate stipulated by the High Court of South Africa for outstanding debts at the time.

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