

**CALL FOR JOINT RESEARCH PROJECTS BETWEEN
THE NATIONAL POLYTECHNIC INSTITUTE AND THE UNIVERSITY OF CALIFORNIA
2023**

Within the framework of fundamental objective No. 3, "Scientific research and cutting-edge technological development," and cross-cutting objective No. 3, "Internationalization of the IPN," stipulated in the Institutional Program, the National Polytechnic Institute (IPN) and Alianza MX of the University of California (UC Alianza MX) invite IPN and University of California (UC) researchers at any of their campuses to participate in this call for applications to provide seed funding support for collaborative applied research.

OBJECTIVE

Promote collaboration between the scientific communities of the IPN and UC by establishing new collaborative research initiatives on priority issues of joint interest, with the potential to create permanent ties between both institutions that will grow and continue with the support of other institutional funds and external entities.

BASES

1. A maximum of three (3) proposals that meet all the requirements established in this Call may be financed.
2. It is expected that the proposals lead to the development of long-term collaborations between groups of researchers from both institutions and that they significantly promote scientific knowledge and technological advances that contribute to a positive social impact in one of the following research areas:
 - A. For environmental remediation and/or sanitation
 - A.1 Reduction of CO₂ emissions
 - A.2 Sanitation of bodies of water
 - A.3 Sustainability of soils
 - A.4 Other relevant topics
 - B. For the prevention and treatment of metabolic diseases
 - B.1 Hipertensión
 - B.2 Diabetes
 - B.3 Obesity
 - B.4 Other relevant topics
3. The selected proposals will be financed for two (2) years, beginning in April 2024, and research projects will be executed in two (2) consecutive periods of twelve (12) months. The continuity and administration of the resources for the project's second period will be subject to the delivery of the report of the first period and the budgetary sufficiency.

GENERAL REQUIREMENTS FOR LEADING RESEARCHERS AND PRINCIPAL INVESTIGATORS

4. Each proposal must be co-directed by at least one researcher who will serve as the IPN lead researcher and two eligible principal investigators (PIs) from the University of California and must support multidisciplinary collaboration between research groups. (Note: Preference will be given to proposals that include up to two lead researchers from IPN.)
5. The PIs of the University of California shall:



- a) Meet the eligibility criteria for research or training contracts and grants by academic appointees in the following groups: (1) Members of the Academic Senate, including emeritus; (2) Appointed in the Agronomists series, including emeritus; (3) Appointed to 50 percent or more full-time in the Adjunct Professor series, the Clinical Professor series, the Professional Research Series, or the Cooperative Extension Specialist series.
 - b) May be researchers from the same UC campus or from different campuses in the system.
6. The leading researchers of the IPN project shall:
- a) Be professors and/ or full-time career professors in service, with an academic category determined by the Human Capital Department of the Institute.
 - b) Have directed at least two (2) research or innovation projects at the Research and Postgraduate Secretary.
 - c) Be a researcher with a current appointment in the National System of Researchers at the time of submitting the proposal.
 - d) For proposals with more than one lead researcher, they may belong to different Academic Units.
7. Postdoctoral researchers, CONAHCYT professors, and students are **NOT** eligible to submit proposals as lead researchers; however, lead researchers are encouraged to submit proposals that include academic participants from their institutions, including postdoctoral researchers, CONAHCYT professors, and students.
8. Lead researchers and PIs may NOT apply as members of multiple proposals.
9. Lead researchers and PIs may submit only one original proposal to this call. The proposal sent to this call cannot be a duplicate of proposals sent to other funding agencies.

SPECIFIC REQUIREMENTS FOR PROPOSAL SUBMISSIONS

10. All proposals must be submitted in English; however, the summary and the budget request must also be included in both English and Spanish in the same pdf document.
11. Each proposal must be submitted to the registration form ([here](#)) in PDF files according to the sections described below. It is important to mention that all documents in Section I must be uploaded in a single document. The proposal must be registered only 1 time per work team.

Section I

11.1 Summary. This section must include two elements: **a)** a cover page with the name/title of the proposal (in both languages); research area in accordance with point 2 of the bases of this call, in Spanish and English; the names and contact information of all the lead researchers and PIs (institutional mail, personal mail, contact telephone number, university, campus/academic unit of affiliation, and department) from UC and IPN; **b)** an abstract in Spanish and English (maximum 500 words), which includes the relevant background, the relevance of the proposal, the specific objectives, the proposed experimental strategy, if applicable, and the expected impact. The abstract should be understandable by a multidisciplinary review committee that includes experts from different academic specialties.

11.2 Work Plan. This section should describe the work to be done on the proposal, indicating who will perform each task and the work schedule; explain the importance of the proposal in terms of its potential for the advancement of science or technology and its possible impact on regional, environmental, economic or social development.

In addition, plans for the continuation of the project beyond the grant period should be discussed, including plans to seek additional funding from other outside agencies. The meaningful participation of all lead researchers should be evident in the plan. If the proposal includes students, their contributions to the project, the relevance of their participation to their studies, and plans for monitoring their participation should be described.

For each proposal, up to a maximum of 6 IPN researchers may be included, including the lead researcher(s) and up to a maximum of 5 IPN students, in addition to the scholarship students of the Institutional Research Training Program of the IPN (PIFI). (Note: Preference will be given to proposals that include graduate students.)

The work plan should include the following subsections:

- i. Scientific objectives (English)
- ii. International context that led to the proposal and in which the binational importance (social, economic, etc.) of the proposal is highlighted (English, maximum 9000 characters)
- iii. Methodology (English, maximum 9000 characters)
- iv. Current and previous cooperation between IPN and UC research leaders (if any, in English);
- v. Timeline of activities (English)
- vi. Expected contributions and impact of the results (English)
- vii. References (English, maximum 9000 characters).

11.3 Budget Request. This section must detail the budget requested for the proposal, specifying the cost of the items in US dollars. For the IPN it must be prepared in Spanish and for the budget requested by UC, in English. The budget must include the planned expenses for each stage, the scheduled activities to which they are associated and the distribution of costs of the participating participants from both the IPN and the UC.

Expenditures in the University of California budget should be organized by stage, by campus, and by department if PIs come from multiple departments on the same campus.

The expenses of the IPN budget must be organized by stage, assigned items (2000, 3000 and 4000), and by Academic Unit, in case the researchers come from different academic units. For adequate planning, it is suggested to consult the classifier by object of expenditure and the guide for the exercise and control of the budget issued by the Directorate of Financial Resources of the Institute.

11.4 Short CV. This section must contain the summarized curriculum vitae in English of each participant in each proposal, starting with the lead researchers and PIs, and should include a list of the most relevant recent publications over the last five (5) years. Each CV should not exceed two (2) pages per person.

Section 2

11.5 Support Letter. This section must contain letters of institutional support for each lead researcher and PI.

For PIs at the UC, the letter must be signed by the corresponding Unit Director or Head(s) of the Department.

For lead researchers at IPN, the letter must be signed by the head of the Academic Unit ((who will serve as administrative person).. The format is available for download on the website of the Research Directorate (www.ipn.mx/investigacion/) under the menu, "Calls" > "Internal calls".

Section 3

- 11.6 Declaration of Originality.** This section must include a letter signed by all lead researchers and PIs from both UC and IPN declaring that the proposal is original and has not been submitted for evaluation at other funding agencies.

Section 4

- 11.7 Approval or exemption.** Documentation of prior approval or exemption for any research methods involving humans or animals, including surveys or pilot interviews, must be included in this section. Likewise, it must include evidence that the project proposal was reviewed by the corresponding bioethics committee or similar.

12. Each proposal must be submitted electronically as one file in .pdf format via this [Google form](#) on the dates established in the calendar indicated in this call to be eligible.

PROMOTION OF THE CREATION OF BINATIONAL GROUPS

13. To encourage the formation and mutual knowledge of binational groups interested in participating in this call, virtual introductory meetings related to the research areas of the call will be held on the dates mentioned in the calendar section.

EVALUATION OF PROPOSALS AND PUBLICATION OF RESULTS

14. Each proposal will be submitted to a peer review by both institutions, which will evaluate the scientific and technical feasibility. The evaluation result will be the main factor considered for the selection of proposals for funding awards. Efforts will be made to ensure the participation of committee members with experience in the research areas covered by this call, but all proposals must be written for a diverse and experienced audience of academic professionals.
15. The following criteria will be considered for the evaluation:
- Correspondence to the objective of the Call, including the potential of the research to establish the basis for continued binational collaboration.
 - Experience of the lead researchers and PIs in the topic area of the proposal, as well as the level of complementarity between both institutions (and specific units or departments).
 - Originality and importance of the contributions of the proposed research for the advancement of knowledge, its application, or the development of technological, educational, or social innovations.
 - Clarity in the presentation of the proposal, including the presentation of the research problem, methodology, objectives, and expected results.
 - Congruence between the established objectives, the requested budget, the proposed activities, the people involved, the experimental strategy, and the expected results.
 - Ability to execute on time with the requested budget.
 - Impact of the research experiences for the students involved.
 - Probability of obtaining additional financial support from other institutional funds and external entities.
16. The proposals will be selected for funding awards jointly by the IPN and the UC, considering the evaluations obtained from both parties.
17. Only applications that are received in the times and in the manner established in this Call will be evaluated.
18. Applications that do not present all the information required in this Call, or those in which any anomaly is detected, will be discarded.

19. The results will be published on the websites of UC Alianza MX (<https://alianzamx.universityofcalifornia.edu>) and the IPN Research Directorate (<https://www.ipn.mx/investigacion/>) in accordance with the dates established in the calendar described in this call. Lead researchers and PIs will also be contacted directly if their proposals have been selected for funding.
20. The submission of applications does not imply any obligation on the part of the IPN or the UC for the allocation of financial support.
21. Funding decisions will be final.

FINANCIAL SUPPORT

22. A maximum of three (3) proposals will be financed. Funding for the execution of the selected research projects will be provided over a period of **two (2) years**, starting in **April 2024**, to be developed in 2 stages of 12 months. Financial support will be up to **\$75,000.00 USD** (seventy-five thousand US dollars) **per project, per project year**.
23. For UC, additional funding may be authorized up to **\$7,500 USD** (Seven thousand and five hundredth US dollars) **per year, per project**, for the organization of workshops carried out at IPN.

For IPN, additional funding may be authorized up to **\$2,500 USD** (two thousand and five hundred US dollars) **per project, per year** for the organization of workshops between the people participating in the project between the two institutions, carried out in Mexico.
24. For the IPN, the amount granted will correspond to **the exchange** rate indicated in the Official Gazette of the Federation or by the Bank of Mexico on the day of the budget allocation.

Institution	Contribution to the execution of the project	Contribution to the execution of the project	Contribution to support binational research workshops and UC and IPN‡	Contribution to support binational research workshops at UC and IPN‡
	2024-2025	2025-206	Year 1	Year 2
IPN	Up to \$37,500 USD*	Up to \$37,500 USD*	Up to \$2,500 USD*	Up to \$2,500 USD*
University of California	Up to \$37,500 USD	Up to \$37,500 USD	Up to \$7,500 USD	Up to \$7,500 USD
TOTAL	Up to \$75,000 USD	Up to \$75,000 USD	Up to \$10,000 USD	Up to \$10,000 USD

Contribution for ‡ Mobility to be carried out in accordance with what is indicated in numeral 23 of this call.

*The amount of funding provided by the IPN to the selected research projects will correspond to the exchange rate indicated in the Official Gazette of the Federation or by the Bank of Mexico on the day the budget is assigned.

25. All funds will be administered in accordance with the policies, norms, and procedures of the IPN and the UC, respectively.
26. The grant awarded to the University of California PIs will be administered in coordination with their respective campuses and departments; However, the IP persons will be responsible for administration and accounting.
27. The financial support granted to IPN researchers to carry out the project:



- a) It will be filed with its assigned Academic Unit, and the researchers will be responsible for its correct administration in accordance with the applicable regulations.
 - b) It will be assigned in chapters 2000 and 3000 for the development of the project and, when applicable, in chapters 3000 and 4000 for transportation expenses. The assigned resource must be assigned for the execution of the project and not for carrying out events. For the proper exercise of the authorized amounts, it is strongly suggested to consult the classifier by object of expenditure and the guide for the exercise and control of the budget ([here](#)) issued by the Institute's Financial Resources Directorate.
 - c) The fund for the workshops is up to \$2,500.00 USD per year per project and can only be used for inputs to carry it out.
 - d) It will be exercised and verified by the researchers in the times and forms established by the Academic Unit in accordance with the applicable regulations.
 - e) It is of federal origin and is subject to audits.
28. No indirect cost will be considered, nor will general institutional assessment of the funds awarded.

29. **Allowable expenses include the following:**

- a) Research materials and supplies
- b) Laboratory services
- c) Domestic and international travel—including transportation, lodging, and food—for planning, research, and training; field, laboratory, and archival research; and data collection; to participate in research workshops; and for science dissemination or popularization activities (conference attendance has a lower priority in the review process).
- d) Only for IPN applicants: If considering holding events for dissemination, project leaders are invited to participate in institutional calls to apply for funds for this concept.

In the case of academic mobilities of students lasting more than 15 days, they are invited to participate in the institutional calls for this purpose.

- e) For UC applicants only: Salaries or stipends for research assistants who are not eligible to serve as a PI. (These can be fellows/postdoctoral fellows, graduate students, and/or undergraduate students.)

30. **Expenses NOT allowed include:**

- a) Salary payments to PIs or other academic collaborators
- b) Student tuition or fees for research assistants
- c) Indirect Costs or Institutional Overhead Assessments
- d) Only for IPN applicants: Purchase of equipment, including computers, tablets, and other electronic devices.

For UC applicants only: Purchase of equipment, including computers, tablets, and other electronic devices in excess of \$1,000 USD per item.

31. For the proper exercise of the amounts authorized to IPN researchers, the classifier by object of expenditure and the guide for the exercise and control of the budget issued by the Institute's Financial Resources Department must be consulted. Additionally, any doubt or clarification regarding the exercise and verification of the budget should be addressed to the Financial Resources area of the Polytechnic Unit of affiliation.
32. Project management training courses will be offered to the researchers of the selected IPN projects in order to enhance the proper administration of the resources and the personnel involved.

REPORTING

33. At the end of the first period (12 months) of the project, the lead researchers and PIs must jointly submit a technical progress report and a financial progress report written in English and Spanish.
34. The technical report must describe the progress of the project, indicating the progress in meeting the planned objectives, the products generated and the main contributions of each leading researcher of the project to achieve the objectives.

The partial reports must indicate the annual progress, and in the final report the results and conclusions of the project must be given (in addition to describing the activities carried out in the last year).

35. The specific format other details on progress and final reports will be communicated in a timely manner to the lead researchers and PIs by teams at IPN and UC Alianza MX.
36. The support of the IPN and UC Alianza MX must be recognized in all the publications and products that result from this financial support.

CALENDAR

Activity	Date
Publication of the Call and Beginning of Application Period	Tuesday, November 14, 2023
Virtual Introductory Meetings (Optional)	November / December 2023
End of Application Period and Deadline to Submit Complete Proposals	Friday January 12, 2024 <i>(21:59 h, Pacific Standard Time / 23:59 h, Central Standard Time)</i>
Publication of Results	March 2024
Start Date for Selected Research Projects	April 2024



ADDITIONAL INFORMATION

37. Any unforeseen situation or case will be resolved jointly by UC Alianza MX and the IPN Research and Postgraduate Secretariat through the Research Department.
38. For additional information about the Call, please contact:
 - IPN: Dr. Vianey Urdapilleta Inchaurregui, Head of the Research Support Division (convocatorias_dai@ipn.mx)
 - UC Alianza MX: Anaid Linares, Research Engagement Coordinator (anaid.linaresrojas@ucr.edu)

November 2023