

# **The Guide for Korea Research Fellowship (KRF) Program**

**2019. 6.**



# Korea Research Fellowship (KRF)

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## I . Program Overview

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### 1. Outline

Korea Research Fellowship (KRF) invites outstanding postdoctoral researchers in order to achieve an excellent performance in their early stages of their professional careers. The program provides high-potential young & overseas researchers with a chance to carry out creative and emerging fields of projects, and supports them to grow as research leaders of tomorrow.

### 2. Goals

- ◆ To develop global research leaders and strengthen Korea-friendly networks worldwide.
- ◆ To create the open research environment by conducting collaborative research and opinion exchanges with researchers in Korea.
- ◆ To impact the development of society and benefit the wellbeing of humanity through R&D activities

### 3. Eligibility of Candidates

- ◆ **Early-stage overseas researchers** (foreign nationals or Korean nationals residing overseas) who have ‘received their doctoral degree within the past five years’

**(Type 1)** Foreign national or \*Korean national post-doc researchers currently residing overseas that have received their doctoral degree within the past five years **(as of August 31, 2019)**

\* Korean Nationals - limited to those who are residing overseas and hold a Ph.D. degree from universities in Korea or abroad are eligible.

\* Please note that upon being selected, KRF fellows need to submit their physical doctoral degree certificate or diploma which must be conferred within the past five years as of Aug. 31st, 2019 (Sep. 1<sup>st</sup> 2014 ~ Aug.31<sup>st</sup> 2019).  
(Failure to submit proof of conferred Ph.D. can lead to the withdrawal of KRF selection.)

#### **4. Host institutions**

- ◆ **(Host Institutions)** Government-supported research institutes, national and public research institutes, universities and university-affiliated research institutes, corporate research institutes\* (affiliated research institutes registered with the Korea Industrial Technology Association), and nonprofit research institutes.
  - \* Corporate research institutes are those established under Article 14 (1) of the Basic Research Promotion and Technology Development Support Act and Article 16 (1) of the Enforcement Decree of the same Act
- ◆ **(How to Apply)** Host institutions discover their KRF candidates and apply for the KRF program
  - ※ NRF is providing Research Host Matching Service, which is a bridge service between host researchers in Korea and overseas researchers (Please refer to “NOTICE” under KRF on the official NRF website in Korean)
  - Host institutions are required to verify the necessity of hosting overseas postdoc researchers, the capabilities of the candidates, and the likelihood of their further development.
  - Host institutions are encouraged to offer their own long-term plans to attract a number of overseas researchers, such as growth and settlement support programs and employment or arrangements for another program after the completion of the KRF program.

#### **5. Period and level of support**

- ◆ **(Eligibility)** Early-stage overseas researchers (foreign nationals or Korean nationals residing overseas) who have ‘received their doctoral degree within the past five years’
  - ※ Korean Nationals are limited to those who are residing overseas and belong to foreign research affiliates (including corporate) (eligible for Ph.D. degree holders from universities in Korea or abroad)
- ◆ **(Level of Support)** Operation of customized funding system based on the status of KRF candidates
  - **(Type 1)** Supporting personnel costs and living expense, etc. for settlement in order to invite outstanding postdoc researchers currently residing overseas into Korea (Maximum 70 million / year, Inviting overseas researchers to Korea)
- **Please note that only Type 1 projects will be recruited in the 2<sup>nd</sup> round** (Type 2 quota for 2019 is completed (fulfilled) from the 2019 1<sup>st</sup> round recruitment)

### <Level of Funding>

Type	Program Period	Personnel Costs	Living Expenses	Others	Subsidies for Host Institutions
[Type 1] Inviting researchers residing overseas (Overseas=> Korea)	3~5 years	Up to KRW 50 million	Up to KRW 12 million (for housing, such as rent)	Up to KRW 5 million (Airfare, Moving Expense, Travel Expenses, etc.)	KRW 5 million (fixed amount) (for the Assigned Staff, Nuri Course Subsidies, etc.)
		Support up to KRW 70 million / year			

- \* Personnel costs are based on the criteria of each host institution; living expenses and other expenses are based on actual expenses incurred.
- \* Research costs for KRF fellows need to be funded from the matching funds of the host.
- \* Korean language education fees shall be the amount paid for the improvement of the Fellow's Korean language ability such as payment for a Korean language course and the Korean language proficiency certification test (under "Others").
- \* Expenses for domestic & overseas travel and for attending academic conferences or seminars within Korea shall be the actual amount paid in close relation to the performance of the KRF Program projects by KRF fellow (under "Others")

#### ① Personnel costs: Up to KRW 50 million per annum(actual expense)

- To be set\* based on the criteria of each host institution, and including the four major insurances (individual(fellow) and institutional(host) contributions), income tax, severance pay, and other statutory contributions.
- \* To be set consistent with the level of personnel costs for Korean and overseas researchers with similar experience, as well as the career, remunerations, capabilities, and necessity of hosting relevant overseas post-doc researchers. (The appropriateness of research expenses is included in the evaluation criteria and may be adjusted to an appropriate level at the stage of selection evaluation.)

#### ② Living expenses: Up to KRW 12 million per annum(actual expense)

- Housing allowance such as residence, for the KRF fellow.
- Up to KRW 1 million per month including income tax and so on incurred from

housing allowance

- Applicable for the cost of residency such as rent, however the utilities cost is not SUPPORTED by KRF funds

③ **Others**(injury/disease insurance, relocation expenses, business travel expenses, conference fees within Korea, Korean language education fees etc.): **Up to KRW 5 million per annum** (actual expense)

- **Injury/disease compensation insurance:** Host institutions may purchase appropriate plans for the KRF fellow from private insurance companies.
- **Airfare:** Actual expenses of one-way airfare (one-time, economy class) for the KRF fellow to arrive in South Korea will be reimbursed upon the proof of payment
- **Moving expense:** To be paid for actual expenses upon the proof of payment within the scope of the following criteria

Area	Amount(unit: thousand won)
Japan, China, Taiwan	Up to 500
Southeast Asia	Up to 600
India, West Asia, Middle East	Up to 800
North America (west), Australia, Europe, Russia	Up to 1,100
North America (middle and east)	Up to 1,300
Central & South America, Africa	Up to 1,600

※ Airfare and Moving expense will be paid after a certain period of conducting the KRF program or paid after the result of the first-year evaluation (for those who are residing in Korea will not be applicable)

- **Business Travel Expenses:** The expenses for domestic and overseas travel shall be covered for business trips on official duty in relation to the KRF Program projects, and the coverage of "travel expenses" shall be complied within the regulations and guidance of its host institution.
- **Korean language education fees:** the amount paid for the improvement of the Fellow's Korean language ability such as payment for a Korean language course and the Korean language proficiency certification test.

④ **Subsidies for each host institution: KRW 5 million (flat amount)**

- **Allowances for the assigned staff:** At least **KRW 200,000** monthly
- **Nuri Course Subsidies:** If KRF fellows' immediate child(s) is/ are under Nuri course at kindergarten or daycare, part of the tuition fees of kindergarten children aged 3–5 or the subsidies of daycare center

children aged 3–5 can be covered , if applicable

- **Expenses for host institutional support:** program management subsidies

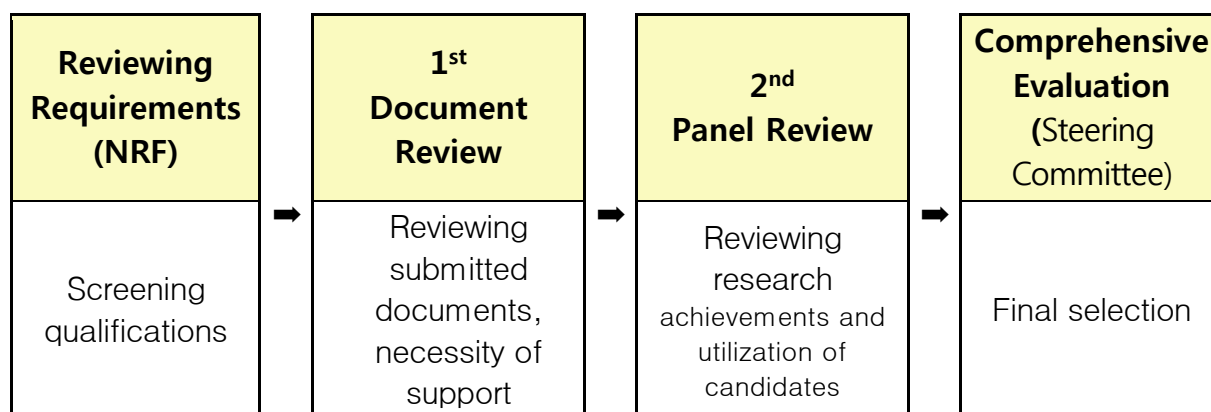
※ Allowances for the assigned staff (monthly KRW 200,000 won or more) can be increased within the total amount of the subsidies for each host institution (KRW 5 million/year), however, expenses for host institutional support from the remaining balance cannot be increased.

⑤ **Research costs (direct cost): non-funded by KRF**

- **Research costs (direct cost)** for KRF fellows are funded from **matching funds of the host institutions or the host researcher's projects**
  - ※ Plans for supporting research expenses should be included when submitting project plans

## 6. Selection Evaluation procedures

◆ Procedures



- **Reviewing Requirements:** Review the qualifications and submitted documents of overseas post-doc researchers(candidates) and host institutions
- **Document Review and Panel Review:** The Evaluation Committee for each area intensively assesses candidates' research capabilities (potential), their willingness to participate in the fellowship, and the host institutions' plans (long-term vision) to utilize and support KRF fellows.
- **Comprehensive evaluation:** Final selection of successful KRF fellows

♦ **Criteria for Evaluation**

Division	Evaluation Item	Evaluation Indicator	Indicator	Marks
Research plan	Superiority of the research plan and the necessity for a support	<ul style="list-style-type: none"> <li>◦ Clarity of program objectives and the superiority of the project plan               <ul style="list-style-type: none"> <li>- Concreteness of the plan for attaining objectives</li> <li>- Composition and operation of the project implementation plan and the detailed program</li> <li>- Expected effect of the research and the appropriateness of the utilization plan</li> </ul> </li> <li>◦ Necessity for a budget support from the government               <ul style="list-style-type: none"> <li>- Necessity for a government support and attraction of foreign professionals in connection with the relevant field and projects</li> </ul> </li> </ul>	Qualitative	20
Capability of the Fellow	Research performance and capability of the Fellow	<ul style="list-style-type: none"> <li>◦ Research performance and capability of the Fellow               <ul style="list-style-type: none"> <li>- Superiority of the representative research performance of the Fellow (i.e., number of papers, patents, representative outstanding thesis)</li> </ul> </li> </ul>	Qualitative	10
		<ul style="list-style-type: none"> <li>◦ Whether the Fellow has a potential research capability and experience (know-how) in the relevant field               <ul style="list-style-type: none"> <li>- A university who has conferred a doctorate on the Fellow and the reputation of his/her academic advisor</li> <li>- Superiority of the related research experience (for Fellows with a related experience after receiving his/her degree)</li> </ul> </li> <li>◦ The Fellow's possible contributions to the Korean research field and the necessity of attracting the Fellow               <ul style="list-style-type: none"> <li>- Concreteness and superiority of the research plan that is supported by the capability of the Fellow and the possible contributions of such plan</li> </ul> </li> </ul>	Qualitative	20
	Roles and attraction effect	<ul style="list-style-type: none"> <li>◦ Contribution to and the ripple effect on the Korean research field               <ul style="list-style-type: none"> <li>- Introduction of technology and construction of networks at home and abroad through the Fellow</li> </ul> </li> </ul>	Qualitative	15

Utilization and support of the Fellow	Plan for the utilization and development of the Fellow	<ul style="list-style-type: none"> <li>◦ Appropriateness of the utilization plan for the Fellow <ul style="list-style-type: none"> <li>- Capability of the host researcher and the roles and necessity of the Fellow</li> <li>- Securing of research funds and exchanges with Korean research professionals and others</li> <li>- Securing of research professionals and equipment and an education support system</li> </ul> </li> <li>◦ System for supporting the development of the Fellow such as career development and others <ul style="list-style-type: none"> <li>- Support for the Fellow's development such as education and capability promotion for the KRF Program period (five years) and others</li> <li>- Plan for the continued utilization of the Fellow and a long-term vision such as an employment after the termination of the KRF Program period</li> </ul> </li> </ul>	Qualitative	20
	Structure and support system of the host institution	<ul style="list-style-type: none"> <li>◦ Host institution's intention to implement and support <ul style="list-style-type: none"> <li>- Plan for supporting the office space and life of the Fellow</li> <li>- Plan for assisting the Fellow through a budget and administrative support</li> </ul> </li> <li>◦ Construction of infrastructure of the host institution (i.e., plan for utilization of the staff and others) <ul style="list-style-type: none"> <li>- Plan for utilization of the assigned staff</li> <li>- Operation of the specialized team in charge of foreigners and plan for supporting the specialized team</li> <li>- Building of a cooperation network with foreign researchers for the adjustment of the Fellow</li> </ul> </li> </ul>	Qualitative	15
	Research funds	<ul style="list-style-type: none"> <li>◦ Appropriateness of the level of the personnel costs <ul style="list-style-type: none"> <li>- Present status of the personnel costs in the related fields, and appropriate personnel costs based on the capability of the Fellow</li> </ul> </li> </ul>	Qualitative	
Total				100

※ Major preferences

- **Minimum selection quota (30%) for ethnic Koreans or Korean nationals residing overseas.**
- **8 innovation growth engine\* and 3 strategic investment\*\* technology fields**

\* Smart factory, smart farm, smart city, fintech, new energy industry, drone, future car, bio health

\*\* Data economy (big data, bloc chain, sharing economy) artificial intelligence (AI), hydrogen economy

※ Preferences for projects in research-oriented universities designated by Ministry of ICT



## 7. Procedures of Korea Research Fellowship(KRF) program

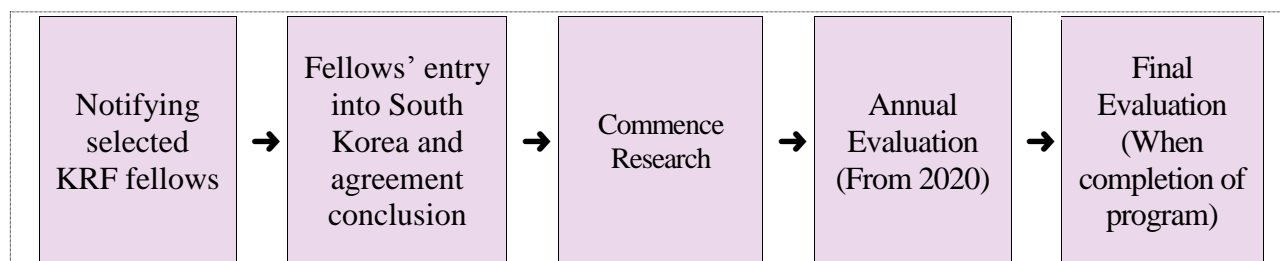
Classification	Procedures	Details
Announcement	KRF Program announcement	<ul style="list-style-type: none"> <li>- Program announcement</li> <li>- Program Information Session</li> </ul>
Project evaluation (3 steps)	Examining requirements	- Examining qualifications and submitted documents of post-doc researchers and Host institutions
	Screening by the Evaluation Committee	<ul style="list-style-type: none"> <li>- (Document Review): Reviewing the necessity of inviting candidates based on the screening of the documents submitted.</li> <li>- (Panel Review): Reviewing research achievements and utilization of candidates</li> </ul>
	Comprehensive evaluation	- KRF Steering Committee
Notice of selection	Notifying selection results	- Notifying the Host institutions of the selection results
Discussing invitation requirements (within 7 days)	Submitting discussion results	<ul style="list-style-type: none"> <li>- Discussion of invitation requirements between Host institutions and KRF fellows</li> <li>- (including salary and dates for entry and research initiation)</li> <li>- Submitting discussion results (Host institutions→ NRF)</li> <li>※ <b>Required to be submitted by the designated date from NRF</b></li> </ul>
Signing of contract and entry into South Korea	<ul style="list-style-type: none"> <li>- Signing of contract</li> <li>- Submitting plans for agreement</li> </ul>	<ul style="list-style-type: none"> <li>- Signing of contract between Host institutions and KRF fellows and entry into South Korea</li> <li>- Submitting plans for agreement (Host institutions→ NRF)</li> </ul>
Conducting research (by Sep. 2019)	Conducting research	<ul style="list-style-type: none"> <li>- Conducting research</li> <li>※ <b>Research to be initiated within 3 months from the date of the selection results are notified</b></li> </ul>
Program management and evaluation	Annual evaluation; program outcomes management; identifying measures for improvement	<ul style="list-style-type: none"> <li>- Conducting annual evaluation and implementing follow-up measures based on the evaluation results</li> <li>- Managing program outcomes and supporting post-doc researchers</li> </ul>

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## II. Program Management

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### 1. Procedures



### 2. Major details

- **Notification of selection results and discussion of invitation requirements:**

Within 7 days from the date selection results are notified, host institutions shall submit the results of the final discussion to NRF regarding invitation conditions between the host institutions and fellows (Host institutions →NRF)

- **Submission of the agreement Report and concluding agreement:**

Contract between fellows and host institutions following the fellows' entry into South Korea, and conclude agreement with NRF.

- ※ Agreement Report- the contract between the fellows and host institutions, and the fellows' certificates of entry (passports, etc.) must be attached at the time the agreement with NRF is concluded.

- **KRF funds and commencement of fellowship:**

Following the conclusion of the agreement, KRF funds will be deposited into host institutions' account, and the fellowship will start accordingly

- ※ Entry into South Korea and the initiation of fellowship must be commenced within 3 months from the date selection results are notified (Delay of initiation research over 3months will lead to the withdrawal of the KRF program).

- **Conducting fellowship and managing & executing research expenses:**

Fellowship will be conducted in accordance with program guidelines and research plans.

- ※ Should any important changes in the plans occur, they must be reported to the NRF for approval.

• **Annual evaluation:**

Fellows' research outcomes and sincerity and host institutions' support will be evaluated (Any unsatisfactory results of the annual evaluation will lead to the suspension of support, and the agreement for the following year will not be renewed.).

• **Adjustment of research expenses:**

The records of research expenditures used shall be reported to NRF and adjust costs within 3 months after the KRF agreement ends.

• **Reporting and evaluation outcomes:**

Host institutions and fellows will submit outcome reports within one month after the KRF agreement ends, and NRF will evaluate the outcomes.

### **3. Roles and responsibilities of each party**

Each party is obligated to observe the following **roles** and **responsibilities**.

Classification	Roles and responsibilities
Host institutions	<ul style="list-style-type: none"><li>• Supervise overall affairs, including support for and achievements of fellows.<ul style="list-style-type: none"><li>- Designate assigned staff in order to support settlement of fellows (e.g. entry into Korea, residence, education, living conditions, etc.)</li><li>- Retrieve and return KRF funds in the case of fellowship renunciation or agreement cancellation.</li><li>- Obligated to manage appropriately the fund provided under the fellowship, taking strict care to avoid improper use or expenditure.</li></ul></li><li>• Seek out and invite overseas postdoc fellows with outstanding capabilities, enhance their capacities, and support them by hiring as full- time employees, etc.</li><li>• Secure matching fund in order to support fellows' research expenses (Direct research expenses).</li></ul>
Host Researchers	<ul style="list-style-type: none"><li>• Manage the diligence, attendance, working attitude, progress, and achievements of fellows.</li><li>• Manage research costs, and overall research performance.</li><li>• Support joint research systems with Korean researchers and enhance their capabilities.</li></ul>

Managing Organization (NRF)	<ul style="list-style-type: none"> <li>• Examine and manage fellowship progress, PR activities and support fellowship policy. <ul style="list-style-type: none"> <li>- Conduct annual and final evaluations and follow-up management of fellows and their achievements.</li> </ul> </li> </ul>
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#### **4. Management, etc. of KRF fellows**

- **Work conditions:**

Fellows are required to engage in full-time research at host institutions during KRF tenure.

- **Lecture and research performance:**

Upon obtaining approval from the head of the competent host institutions and host researchers, fellows may undertake university lectures (up to 2 subjects) or in another R&D project related to the research project under the KRF program (Up to 30 % of participation rate).

- **Paid leave:**

Up to 20 days per year (Based on the fellowship period set under the agreement)

- ※ The number of days for paid leave only includes business days (excluding national holidays and host institutions' holidays), and if the number of days used as paid leave exceeds the allowable number, personnel costs corresponding to the amount exceeded, calculated on a daily basis, must be returned.
- ※ If the fellowship is withdrawn during the period of the fellowship tenure, the number of days for paid leave will be recalculated based on the actual period of the fellowship.
- ※ **Further details shall be determined by the employment agreement that is made between host institutions and KRF fellows to the extent prescribed by these guidelines**

- **Overseas business trips:**

Up to 20 days per year (Base on the fellowship period set under the agreement)

- If the accumulated number of days spent for overseas business trips exceeds 20 days per year, or if the number of days for one business trip exceeds 10 days, a plan for business trips must be approved first by the head of the host institutions, which in turn shall submit the details of approval and the plan for the business trip to the NRF.
  - A report on each business trip must be submitted to the head of the host institutions upon the end of the overseas business trip (within 7 days from the trip's end).
- ※ The duration of any overseas business trip that is not recognized as an official

business trip will be deducted from the number of days for paid leave: If the duration exceeds the maximum number of days for paid leave, personnel costs corresponding to the excess will be retrieved.

- ※ **Further details shall be determined by the employment agreement that is made between the host institutions and KRF fellows to the extent prescribed by these guidelines**

- **Research Performance:**

No gap should be created in research performance: should any gap in research performance be created for one month or longer, the fellowship will be withdrawn and KRF funds must be retrieved.

- ※ A maximum of 3 months are allowed in unavoidable cases such as sick leave or maternity leave, after official approval from NRF. Maternity leave researchers are entitled to 90 days paid leave in accordance to the employment policy set by Ministry of Employment and Labor

## **5. Matters to be observed for the KRF program**

- The fellowship may be withdrawn, or requested the reimbursement of money already paid if it judges any of the following circumstances to pertain:
  - Where it is deemed to have caused an obvious disadvantage to national interest.
  - Where any inconvenience is caused to the fellowship's progress, or where any grave setbacks are caused intentionally.
  - Where any false information is submitted in the application forms, fellowship plans, etc.
  - Where it is deemed difficult to achieve the originally anticipated research outcomes due to any delay in research performance by the host institutions or fellows, or where it is deemed such institutions or fellows do not have the ability to complete planned research.
  - Where any host institutions or fellows cease performing the project.
  - Where any fellows have caused, or are likely to cause, a gap in research performance from one month or longer, except for unavoidable circumstances such as sick leave or maternity leave.
- When the fellowship is withdrawn, the host institution is obligated to retrieve KRF funds.
  - ※ When the fellowship is withdrawn due to any grounds attributable to host institutions or fellows, all or some of the KRF funds that was already paid must be retrieved, and sanctions can be implemented where necessary.

## **6. Follow-up management of research outcomes**

- All tangible and intangible rights obtained from the program, such as intellectual property rights, are owned by their respective host institutions, subject to the institution's regulations or mutual agreement.
- Any publication of research outcomes must indicate the following acknowledgement.
  - ※ Korean: 이 논문은 0000년도 정부(과학기술정보통신부)의 재원으로 한국연구재단의 지원을 받아 수행된 해외우수신진연구자지원사업(KRF, Korea Research Fellowship)의 연구임(No. 한국연구재단에서 부여한 과제 관리번호)
  - ※ English: This work was supported by Korea Research Fellowship Program through the National Research Foundation of Korea (NRF) funded by the Ministry of Science and ICT (grant number).

### III. Application

#### 1. How to apply

- Host researchers file an **online application** via the NRF website ([ernd.nrf.re.kr](http://ernd.nrf.re.kr)).



Secure  
KRF candidate  
by host(PI)

Further discussion and  
preparation regarding  
research plan & required  
documents to be  
submitted with the  
candidate

Submit applications  
to ERND(online)  
system  
by PI's account



- Required documents (Scheduled to be announced on June 28<sup>th</sup> 2019)**

Upon Submitting
<ul style="list-style-type: none"> <li>- KRF application (Resume of candidate, Letter of reference for candidate, Other certificates, etc.)</li> <li>- Agreement to personal information utilization</li> <li>- Pledge Agreement of Executing Contract of Integrity</li> </ul>
After Selection
<ul style="list-style-type: none"> <li>- Latest degree certificate (Ph.D. Certificate, PhD diploma)</li> <li>- Host institutions' s confirmation to provide support for candidate</li> </ul>

- **Qualifications**

Classification	Qualifications
Host institutions	<p>Government-supported research institutes, national and public research institutes, universities and university-affiliated research institutes, corporate research institutes* (affiliated research institutes registered with the Korea Industrial Technology Association), and nonprofit research institutes</p> <p>* Corporate research institutes are those established as SMEs and venture businesses under Article 14 (1) of the Basic Research Promotion and Technology Development Support Act and Article 16 (1) of the Enforcement Decree of the same Act</p>
Host researchers (KRF Applicant)	<p>Full-time employees of the respective host institutions who have the rank of at least assistant professor, senior researcher, or chair of a research institute (corporate research institute) and satisfy the following requirements:</p> <p>individuals who have guaranteed employment for the program's duration (five years) and are able to concentrate on performing the relevant project</p> <p>※ This KRF program will be excluded from the projects subject to the restrictions (the number of R&amp;D projects that can be simultaneously conducted by a researcher shall not exceed five, among which the number of R&amp;D projects that can be simultaneously conducted as a principal investigator shall not exceed three) referred to in Article 32 of the Regulations on Management, etc. of National Research and Development Projects.</p>
Overseas post-doc researchers (KRF Candidates)	<ul style="list-style-type: none"> <li>• Foreign-national researchers who have obtained their doctoral degree within the past five years</li> <li>• Korean researchers residing overseas who have obtained their doctoral degree within the past five years</li> </ul>

## **FAQ**

**Q Is it possible for a host to apply for the KRF Program to invite a Korean national researcher?**

**A)** Korean nationals are limited to those who are residing overseas (Type 1).

**Q Can KRF fellows undertake only lectures?**

**A)** It is not allowed for KRF fellows to perform lectures only since this is an R&D program. However, upon obtaining approval from the head of the competent host institutions and host



researchers, fellows may undertake university lectures (up to 2 subjects)

**Q Can corporate research institutes apply for the KRF program?**

**A)** It is possible to apply if the host is a research institute affiliated with corporation registered with the Korea Industrial Technology Association

\* Corporate research institutes are those which established as SMEs and venture businesses under Article 14 (1) of the Basic Research Promotion and Technology Development Support Act and Article 16 (1) of the Enforcement Decree of the same Act can a

**Q Are any post-doc researchers with their doctoral degree eligible?**

**A)** Post-doc researchers who have not officially been awarded their doctoral degree yet or who have more than five years of R&D experience after obtaining Ph.D. are not eligible (Certificates not showing a degree conferral date or provisional certificates are not acceptable).

**Q Can the documents including the final degree certificate, certificate of career, the certificate of employment and the letter of reference of the fellow written in local languages such as German or French be submitted?**

**A)** All documentation including the application form shall be written in Korean or English. If any documents required are written in a language other than Korean or English, please submit certified translations for all foreign language documents into Korean or English.

**Q Can fellows apply for the KRF program undertaking joint research abroad?**

**A)** Fellows are required to engage in full-time research at host institutions during KRF tenure, so therefore the KRF program does not support overseas collaboration.

**Q Can KRF candidates apply for the KRF program by themselves?**

**A)** The head of the host institution that desires to participate in the KRF Program shall apply for the KRF program and submit the related documents such as the arrival report, changes in the agreement, and the final results report. After the Fellow submits his own parts such as academic contents in the KRF program proposal, the head of the host institution shall submit the proposal gathering and check as needed.

**Q Will a short research period (3~6 months) be acceptable?**

**A)** This is a long term program (**3~5 years**) to support young scientists who are willing to stay in Korea for research on a long term basis.

Less than a 3 years research period will be not be acceptable.

**Q What does a letter of confirmation to provide support from the host institution consist of?**

**A)** The confirmation letter needs to express the willingness of hosting the KRF candidate, how to support him/her completely and comply with the KRF Guidelines for the management during the KRF Program, and submitted with the official stamp of the host institution at the bottom of

confirmation letter.

**Q From whom should the fellow get the letter of reference?**

**A)** 2 or more letters of reference including from Ph.D. professors or persons in charge of previous work except for the host researcher (no fixed form)

**Q Who should be designated as an assigned staff?**

**A)** Anyone who works at the same host institution such as a student researcher in the same lab or an administrative staff, who can support the fellow in adjusting to Korean research environment and society during their KRF tenure and also communicate with the fellow.

For type 1, the allowances for the assigned staff are supported monthly with at least 200,000 won under funding. Please note that when the assigned staff is a student, the allowances should not exceed the maximum based on the standard guideline of government research funds (e.g. 2,500,000 won/month for Ph.D. student). Please write down the name of the assigned staff in the application form and agreement to personal information utilization.

-Please designate assigned staff who has a clear line of communication with a KRF fellow.

**Q Does the KRF application form need to be filled out all in Korean?**

**A)** The KRF application form shall be written in Korean by host researcher, however, portions regarding academic contents can be written in English in order to share research plans with the KRF candidate.

- "Chapter II. Overseas Post-doc Researcher (Candidate)" shall be written by KRF candidate in Korean or English.

**Q Is the host PI restricted by "3 PIs and 5 researchers"?**

**A)** This KRF program is excluded from the projects subject to the restrictions (The number of R&D projects that can be simultaneously conducted by a host researcher shall not exceed five, among which the number of R&D projects that can be simultaneously conducted as a principal investigator (PI) shall not exceed three)

**Q. If the fellow participates in any industrial projects or host institution's own projects except for national R&D project , can the fellow receive extra pay?**

**A)** If a fellow participates in any projects of host institutions or industries other than national R&D projects, the fellow can receive payment from the projects.

## **2. Selection Evaluation**

### **□ Selection Evaluation Procedures**

- Evaluation for the project, host PI, and KRF candidate are all reviewed simultaneously, and the final projected selected will be decided by comprehensive evaluation among the projects passed selection evaluation (Document/ Panel Review)
- Procedures: Reviewing Requirements → Selection Evaluation (Document Review/Panel Review) → Comprehensive Evaluation

### 1st Step: Reviewing Requirements

- Evaluation Operating Body: National Research Foundation of Korea(NRF)
- Evaluation Target: Screening eligibilities of host institutions and KRF candidates, and review the submitted documents.

### 2nd Step : Document Review

- Evaluation Operating Body: "selection evaluation committees per each area" organized by experts in each area.
- **Evaluation Target: Review and discussion of submitted documents including the KRF application**
- Evaluation Method: Document Review
  - Intensive evaluation for Necessity for hosting KRF candidate, support of Host Institution via selection evaluation committees per each area

### 3rd Step : Panel Review

- Evaluation Operating Body: "selection evaluation committees per each area" organized by experts in each area."
- **Evaluation Target: Review and discussion of research achievements and utilization plan**
- Evaluation Method: Panel review
  - Intensive evaluation for research achievements of KRF candidate, support of Host Institution and plans to utilize KRF candidate via selection evaluation committees per each area

### 4th Step: Comprehensive Evaluation

- Evaluation Operating Body: KRF Steering Committees organized by the heads of selection evaluation committees per each area, industry, research, MIST, and NRF
- Evaluation Method: Confirmation of the final selected projects after reviewing recommended projects from selection evaluation committees per each area
- ※ Final confirmation based on the consideration of total KRF funds for the project within budget, program duration, etc.

## ☐ **Notification of Selection Results**

- Notifying selection results to the host institutions and host PIs in Korea via NRF
- Announcement of the final results on the NRF homepage and ERND system.

## ☐ **Adjusting KRF Funds based on the actual KRF Funding Amount and Program Period**

- Program Period(for example: KRF projects commenced in Sep. 2019)
  - 1st year (2019): 19.9 ~ 19. 12. 31 (Maximum 4 months)
  - 2nd year (2020): 20.1.1 ~ 20. 12. 31 (12 months)
  - 3rd year (2021): 21.1.1 ~ 21. 12. 31 (12 months)
  - 4th year (2022): 22.1.1 ~ 22. 12. 31 (12 months)
  - 5th year (2023): 23.1.1 ~ 23. 12. 31 (12 months)
- Adjusting KRF funds each year
  - For the 1st period KRF (2019) KRF funds will be prorated on a monthly basis based on the actual program period of the year.
    - \* KRF funds for 2019:  $\text{KRF 70Mil} \times \frac{4\text{months}}{12\text{months}} = \text{around KRW 23.3 mil.}$
    - \* KRF funds from 2020: Max. KRW 70 million (for 12 months)
  - ※ Any unsatisfactory results from the annual research monitoring will lead to the suspension of support, and the agreement for the following year will not be renewed.).

## ☐ **Submitting the Agreement**

- Notification of selection results and discussion of invitation requirements: Within 7 days from the date selection results are notified, host PIs shall submit the results of the final discussion to NRF regarding invitation conditions such as details of KRF program (KRF funds, program period, etc.), entry into Korea (initiation date of the KRF commencement), Fellow's integrity pledge (compliance to the KRF regulations, etc.) between the host institutions and fellows.
  - ※ Need to revise the project plan without any overlap with the research plan presented in other R&D projects (Source, reference thesis/data presentation, modification without duplicate of the same sentence to prevent plagiarism issues, etc.)

### **3. Schedule for the 2nd round of KRF, 2019**

Schedule	Details
June 14 <sup>th</sup> (Fri.) 2019	Announcement of the 2nd -round KRF program of 2019
July 31 <sup>st</sup> (Wed.) 2019	Applications closed ( <b>18:00, Korea time</b> )
Aug. 1 <sup>st</sup> (Thur.) 2019	Approval from host institutions on ERND closed ( <b>18:00, Korea time</b> )
August 2019	Selection evaluation (document/ panel) and comprehensive evaluation
Early Sep. 2019	Final selection

### **4. Contact Information**

[Contact]	
Program Inquiry	<b>Global R&amp;D Cooperation Team</b> <b>National Research Foundation of Korea(NRF)</b> ☎ 02-3460-5647, 5624, (For Korean, English) / E-mail: <a href="mailto:bpkrf@nrf.re.kr">bpkrf@nrf.re.kr</a> ※ If the line is continuously busy, please send us your inquiries via email
Inquiries for Online Application	<b>Research Advisory Center (Call Center)</b> <b>National Research Foundation of Korea</b> ☎ 1544-6118

- ※ This guideline has been translated from original Korean documents with regards to Korean research. Therefore, this translation has focused on providing the main contents and points to overseas researchers for better understanding and subject to change without prior notice. **In the event of any discrepancy between the Korean original and this English translation, the Korean original shall prevail.** We assume no responsibility for this translation or for direct, indirect or any other form of damage arising from the translation.