**Circular Economy Demonstration Fund**

**Call for Proposals**

**2025**

The following template must be used for all proposals submitted under this Call for Proposals.

**PART I: GENERAL INFORMATION**

**Basic data**

|  |  |
| --- | --- |
| Proposed demonstration project *(compulsory)* | |
| Project Title: |  |
| Planned Start Date: (dd/mm/yy) |  |
| Planned End Date: (dd/mm/yy) |  |

**Applicant**

| Details of the Responsible Applicant (at a South African University or Science Council) *(compulsory)* | | | |
| --- | --- | --- | --- |
| Title: |  | | |
| First Name: |  | | |
| Surname: |  | | |
| Institution: |  | | |
| Faculty / Department: |  | | |
| Email address: |  | | |
| Telephone: |  | | |
| Cell: |  | | |
| Nature of employment | Permanent | Contract | Other |
| Highest academic degree: |  | | |
| NRF rating *(if applicable):* |  | | |
| ID or Passport Number: |  | | |
| Citizenship: |  | | |
| Country of origin: |  | | |
| Gender: |  | | |
| Race: |  | | |
| Relevant experience in the technical field proposed: |  | | |
| Number of years’ experience: |  | | |

**Implementation Partner(s)**

\* Implementation partners include business, industry, Non-governmental Organisations (NGOs) or Civil Society Organisations (CSOs)

|  |  |
| --- | --- |
| Name of main implementation partner *(compulsory)* | |
| Name of organisation: |  |
| Type of organisation: |  |
| Contact person within organisation: | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| Department / Division: |  |
| Email address: |  |
| Telephone: |  |
| Cell: |  |
| Details of organisations contribution to the project: |  |

|  |  |
| --- | --- |
| Name of supporting implementation partner(s) *(if applicable)* | |
| Name of organisation: |  |
| Type of organisation: |  |
| Contact person within organisation | |
| Title: |  |
| First Name: |  |
| Surname: |  |
| Department / Division: |  |
| Email address: |  |
| Telephone: |  |
| Cell: |  |
| Details of organisations contribution to the project: |  |

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| --- | --- | --- | --- |
| Project team | | | |
| Name & Surname | Organisation name | Country currently residing in | Field of expertise & Role in project |
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**PART II: REQUESTED FUNDING**

All proposals will be evaluated in terms of value for money against e.g. objectives, workplan, outcomes

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| --- | --- | --- | --- | --- |
| Budget per year (overview) *(compulsory) (A Summary of Tables 8, 9, 10)* | | | | |
|  | **Total [ZAR]** | **Year 1** | **Year 2** | **Year 3** |
| **Lead institution:** |  |  |  |  |
| Salaries |  |  |  |  |
| Running |  |  |  |  |
| Other |  |  |  |  |
| **Implementation partner(s):** |  |  |  |  |
| Salaries |  |  |  |  |
| Running |  |  |  |  |
| Other |  |  |  |  |
| **Total budget [ZAR] (excl. VAT)** |  |  |  |  |
| **VAT (15%)** |  |  |  |  |
| **Total budget [ZAR] (incl. VAT)** |  |  |  |  |

Note: The intention of this demonstration fund is to provide business, industry, NGOs, etc. with direct access to researchers, research facilities, etc, that will benefit the validation, replication and/or scaling of their circular intervention. As such, while the fund allows for transfer of funds from the contracted University or Science Council to the Implementation Partner, the percentage fund split between the lead institution and the implementation partner will be a key evaluation criterion of the proposal.

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| Contribution by the Implementation Partner to the project *(compulsory)* | | | | |
|  | **Total [ZAR]** | **Year 1** | **Year 2** | **Year 3** |
| Direct financial contribution |  |  |  |  |
| In-kind contribution |  |  |  |  |
| **Total budget [ZAR] (excl. VAT)** |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Salaries (detail) *(compulsory)* | | | | |
|  | **Total [ZAR]** | **Year 1** | **Year 2** | **Year 3** |
| **Lead institution:** |  |  |  |  |
| Salaries |  |  |  |  |
| * Name |  |  |  |  |
| * Name |  |  |  |  |
| **Sub-total budget [ZAR] (excl. VAT)** |  |  |  |  |
| **Implementation partner(s):** |  |  |  |  |
| Salaries |  |  |  |  |
| * Name |  |  |  |  |
| * Name |  |  |  |  |
| **Sub-total budget [ZAR] (excl. VAT)** |  |  |  |  |

\* The intention of this fund is to provide the private sector (business, industry, etc.) with access to academic and research institutions to assist in de-risking, scaling, localising, etc. circular interventions. The implementation partner should be in a position to cover their own salary costs (as in-kind contribution). High salary costs to implementation partners will not be favourably considered.

| Running (detail) *(compulsory)* | | | | |
| --- | --- | --- | --- | --- |
|  | **Total [ZAR]** | **Year 1** | **Year 2** | **Year 3** |
| **Lead institution:** |  |  |  |  |
| Running / Equipment |  |  |  |  |
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| **Sub-total budget [ZAR] (excl. VAT)** |  |  |  |  |
| **Implementation partner(s):** |  |  |  |  |
| Running / Equipment |  |  |  |  |
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| **Sub-total budget [ZAR] (excl. VAT)** |  |  |  |  |

| Other expenses (detail) *(compulsory)* | | | | |
| --- | --- | --- | --- | --- |
|  | **Total [ZAR]** | **Year 1** | **Year 2** | **Year 3** |
| **Lead institution:** |  |  |  |  |
| Other: |  |  |  |  |
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| **Sub-total budget [ZAR] (excl. VAT)** |  |  |  |  |
| **Implementation partner(s):** |  |  |  |  |
| Other: |  |  |  |  |
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| **Sub-total budget [ZAR] (excl. VAT)** |  |  |  |  |

\* It is compulsory that applicants provide information on any other sources of funding currently funding all, or part, of the research outlined in this proposal. This information provides important insight into co-funding opportunities.

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| --- | --- | --- | --- |
| Funding support already received *(compulsory)* | | | |
| Funding source | Funding amount [ZAR] (excl. VAT) | Year in which funding received | Description of what the funding was / or will be, used for |
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| --- | --- | --- | --- | --- | --- | --- |
| Has this project been submitted to other agencies for financial support? | Yes | |  | | --- | |  | | No | |  | | --- | |  | |
| If yes, please indicate which agencies, the date of application and the outcome of that application. | | | | |
|  | | | | |

**Institutional declaration**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Signatures *(compulsory)* | | | | | |
| Responsible application (project leader) | | | | | |
| Name and surname: |  | | | | |
| Position: |  | | | | |
| I confirm that the following compulsory documents and/or supporting information have been submitted as part of this application: | | | | | |
| * Letter(s) of support from the implementation partner(s) | | Yes | | No | |
| * Project proposal (not exceeding 10 pages) | | Yes | | No | |
| * + Awareness / Dissemination plan | | Yes | | No | |
| * + Confirmation that the proposed project does not trigger a non-compliance in terms of any existing South African legislation | | Yes | | No | |
| * CV of lead applicant (only) | | Yes | | No | |
| * Proof of the technology readiness level *(if applicable)* | | Yes | No | | N/A |
| Signature: |  | Date: | | | |

|  |  |  |
| --- | --- | --- |
| **Contract signatory** (individual mandated to sign contracts on behalf of lead institution) | | |
| Contract signatory Name: |  | |
| Position: |  | |
| Signature: |  | Date: |

**Signatures** – The submitted proposal must contain the signature of the submitting responsible applicant (principal investigator) and the individual mandated to sign contracts on behalf of the lead organisation.

*Additional rows may be added to the above tables as necessary,*

*to accommodate the requested information.*

**PART III - DETAILED DESCRIPTION OF THE PROJECT**

Following sections must be **no more than 10 pages** (excluding CVs).

**Summary**

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| --- |
| 1. Short title of the project: |
|  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. Alignment of proposal with Circular Economy principles *(select only one that best represents your project):* | | | | | |
|  | Eliminate waste and pollution |  | Keep products and materials in use at their highest value |  | Regenerate natural systems |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. In which economic sector will this circular economy intervention be demonstrated? *(select only one)* | | | | | | | | | |
|  | Mining |  | Agriculture |  | Manufacturing |  | Human Settlements |  | Mobility |

**Project team**

*Provide a summary below of what each organisation brings to this project and why the private sector partner (implementation partner) requires the technical assistance from a university or science council.*

|  |
| --- |
| 1. Activities / Role of the University or Science Council on the project (Applicant)   The university or science council must demonstrate that there is a strong science, technology or innovation need (technical assistance role) that they will address in this project. This role cannot be administrative only in nature. The DSTI reserves the right to reject the entire proposal based on the answers provided to Questions 4-6. |
|  |

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| --- |
| 1. Activities / Role of Industry / Business Partner(s) on the project (*Implementation partner*) |
|  |

|  |  |
| --- | --- |
| 1. Statement by the lead Industry / Business Implementation Partner on why the expertise and/or facilities of the University or Science Council are crucial to the demonstration of this circular intervention: | |
|  | |
| Industry partner representative name: | Signature: |

**Circular economy intervention**

|  |
| --- |
| 1. Provide a concise overview of the Circular Economy Intervention to be demonstrated in this project *(i.e., a technological, social or business innovation)* |
|  |

|  |
| --- |
| 1. Why is the demonstration of this circular economy intervention necessary? *(i.e., why is this not already being implemented by business or others; or why has it not already achieved scale through market forces)* |
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| 1. Why is this circular economy intervention (to be demonstrated during this project) of strategic importance to South Africa, that warrants prioritisation and funding support from Government? |
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| 1. Provide details on the status of the circular economy intervention *(i.e., is the technology / process improvement / innovation, proven either in South Africa or elsewhere; is the intervention currently under-utilized in South Africa and if so, why?)* |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. If the demonstration project plans to demonstrate a technology, is the technology at a TRL ≥ 6? (i.e., *the system has been verified in a relevant environment or context*). | Yes | No | N/A |
| 1. If yes, has proof of the TRL level been included in this proposal | Yes | No |  |

|  |
| --- |
| 1. What would successful replication or scaling of this circular intervention look like in the future? *(i.e., the vision for this intervention in South Africa in the future)* |
|  |

|  |
| --- |
| 1. Is this circular intervention subject to any Intellectual Property? |
|  |
| If subject to IP, does this IP stand in the way of successfully demonstrating this intervention in South Africa? |
|  |
| If subject to IP, how will IP be managed during this project to ensure broader demonstration and awareness? |
|  |

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| --- |
| 1. Would the demonstration of this circular intervention trigger any legal requirements, e.g., a licence, EIA, etc.? |
|  |
| If yes, has the applicant or implementation partner secured the necessary approval(s)? |
|  |

**Workplan**

*Provide a detailed workplan below of the demonstration project, including a Gantt chart outlining the activities, milestones and timelines*

**Awareness / Information dissemination plan**

*Provide a detailed plan (including activities, timelines) below on how this project will demonstrate the intervention to key stakeholders in the sector, or raise awareness of the intervention to key stakeholders, who may help to facilitate distribution or scaling of the intervention beyond this project.*

**Potential risks / mitigation**

*Provide a summary of potential risks that may arise during the demonstration of this intervention, which may slow or hinder its successful demonstration, and how these risks will be mitigated during the project?*

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| --- | --- | --- |
| Identified project risk | Size of risk pre-mitigation  (low, moderate, high) | Mitigation Measure |
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**Monitoring and evaluation**

*Provide a list of key indicators (environmental, economic and/or social) (no more than 4-6) that will be tracked over the duration of the demonstration project, and regularly reported on by the lead institution, to show evidence of impact of the circular economy intervention.*

|  |  |  |
| --- | --- | --- |
| Indicator | Description of the indicator | How the indicator will be tracked over the duration of the project to show impact |
| 1. Number of visitors | Number of people to visit the demonstration site over the duration of the project | Records will be kept of everyone who visits the demonstration site (name, organisation, contact details) |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| If successful, I agree to have the project independently monitored and audited both during and upon completion of the project | Yes | No |

**Deliverables**

*Provide a summary below of the final deliverable(s) that will be produced and submitted to the DSI upon completion of this project.*

**Expected outcome**

*Provide insights into how the demonstration of this circular intervention (this project) will help to facilitate replication and/or scaling of the intervention in South Africa.*

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Final, signed proposals are to be summitted, on or before **Friday, 25 July 2025 at 18:00**, to:

Linda Godfrey

Circular Innovation South Africa, CSIR, Email: LGodfrey@csir.co.za