



UEC Research Equipment Call - 2025

Faculty-prioritised Large Equipment Grants



Deadline for submission to Faculty Equipment Committees (FEC) - 23 May 2025

All queries must be directed FEC Chairs / Representatives. See contact list below.

The University Equipment Committee seeks to advance, extend, and support the research equipment infrastructure of UCT in concert with the research strategies of UCT, the faculties and departments. Equipment may be defined as a facility or system that is used for research purposes and that provides experimental, analytical, processing, testing, measurement, storing, housing, preparation, performative or recording capabilities. The UEC considers applications for funding of either single, or multiple items of equipment which together constitute a coherent unit. When dealing with an application which features multiple items, the UEC shall consider the coherence of the system being requested and may thus exclude applications which feature distinctly independent items. When dealing with applications that include computing facilities or software, the UEC shall consider the necessity of the items to drive or operate a coherent facility.

Eligibility:

UCT researchers are eligible to apply if they are:

- Permanent academic staff; or
- Academic staff on T2 contracts of at least 5 years; or
- Joint PGWC/UCT academic staff in Health Sciences on UCT Conditions of Service (excluding registrars).

Honorary Research Associates; Emeritus Professors; Emeritus Associate Professors; Honorary Professors; Honorary Associate Professors and Senior Research Scholars are **NOT** eligible to apply. Those who wish to have access to new equipment must form part of research groupings and may not be the Principal Applicant.

Application process:

1. Applicants must use the correct and most recent application form for this call (**R&I18**) which is available here: <https://forms.uct.ac.za/ri18.doc>
 - a. Please read the first 2 pages of the form carefully and **complete all sections**.
 - b. The application must be accompanied by at least **two recent quotes**.
 - c. The application must describe how the equipment will advance the **research strategies** of the Department, the Faculty, and the University.
 - d. The motivation must make clear that the appropriate **infrastructural support** and **staffing** has been investigated, and that the **physical space** required is available.
2. The applicant must ensure that the completed application form, signed by the Head of Department, is submitted to the Faculty Equipment Committee / representative by the deadline above.
3. Faculty Equipment Committees must prioritize the requests and submit the endorsed applications to the UEC via the Servicing Officer (Robyn.Udemans@uct.ac.za) by the deadline indicated below.
4. The Research Office will not accept late, incomplete, retrospective or ad hoc applications.

Application & award conditions:

1. No late or retrospective applications will be accepted.
2. The UEC will only consider one Category 1 application per individual or research grouping per year.
3. Grant recipients must purchase equipment as soon as possible after receiving the award as the UEC will not be responsible for currency differences caused by delays in purchasing equipment.
4. The UEC does not make adjustments to either Category 1 or Category 2 awards in order to deal with price increases due to unforeseen fluctuations in exchange rates. However, if there is a saving due to currency differences, the UEC requests that this excess be returned.
5. A copy of the final invoice(s)/amounts must be submitted to the UEC Servicing Officer once the purchase has been made / equipment delivered. If the final purchase price is less what was quoted in the application, then the excess funds must be returned to the UEC as the same proportions of contribution from each party remain in effect (and the NRF in the case of Category 2 awards).
6. Please be aware that awarded funds will only be available to successful applicants at the end of January / in early February of the following year.

Faculty of Health Sciences: Timelines

Deadline for submission of applications to Faculty Research Office (FRO). SUBMISISON OF APPLICATIONS: research.health@uct.ac.za	23 May 2025
Applications sent to DRCs for review and ranking by Faculty Research Office (FRO)	27 May 2025
DRCs to return final rankings to FRO	2 June 2025
Faculty Equipment Committee (FEC) reviews applications	3-10 June 2025
FEC meeting with DRCs to prioritise applications	17 June 2025
Faculty Equipment Committees (FEC) to submit prioritised applications to the UEC Servicing Officer.	20 June 2025
University Equipment Committee (UEC) meeting.	08 July 2025
Review outcomes to sent to applicants.	31 July 2025
Budget for UEC approved applications to be submitted to RAAG.	
Funding outcome confirmed to Faculty Equipment Committee and individual applicants.	End January / early February 2026

Faculty Equipment Committee Chairs / Representatives

Faculty	Name	Contact details
Health Sciences	Prof Sudesh Sivasaru	Sudesh.Sivasaru@uct.ac.za
	Queries: Ms Carlette Hlungwani	research.health@uct.ac.za
	SUBMISISON OF APPLICATIONS:	research.health@uct.ac.za