# CATALYST FUND
## STRATEGIC

New Zealand - Singapore Data Science
Bilateral Research Programme

# Expression of Interest

## A Call for Participation
in a Bilateral Data Science Research Programme
Scoping Workshop

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> **The Ministry of Business, Innovation & Employment (MBIE) invites expressions of interest to attend a joint New Zealand - Singapore Data Science Research Programme scoping workshop.**
>
> This workshop aims to identify the priority research foci and themes for New Zealand's collaboration with Singapore on data science research. It will contribute towards defining strategic data science directions for a joint programme between the two countries. The workshop is expected to take place over two days in Singapore in October 2019. We are looking for up to twelve New Zealand based researchers to attend and represent the interests of the New Zealand data science sector.
>
> Co-chaired by New Zealand and Singapore, the workshop's outcomes will inform a Call for Proposals, released under MBIE's Catalyst Fund, to seek funding proposals for joint research projects.
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> This Expression of Interest is for the workshop only. This is not an application for research funding. Workshop participation does not prejudice eligibility to apply, nor confer any advantages in assessment, for the full Call for Proposals.

# Investment Context

In April 2019, MBIE released a Call for Proposals under the Strategic Science Investment Fund (SSIF) for data science research.

to advance the development of a dynamic and world class data science capability for New Zealand built through multidisciplinary, use-inspired data science research programmes that address big challenges for the economy, environment and society.

To complement these programmes, we are establishing a specific collaborative data science research programme with Singapore. This is intended to support and encourage the development and exchange of scientific strengths and capabilities within each country and to benefit from each other's global connections to cutting edge science. The cooperation falls under the umbrella of the Government-wide Enhanced Partnership between New Zealand and Singapore.

MBIE intends to commit up to $4 million per annum for five years, for New Zealand engagement in up to four multi-disciplinary joint research projects in data science. A Call for Proposals seeking these joint projects will be released February 2020.

# Workshop Objectives

The New Zealand - Singapore Data Science Scoping workshop should:

> Identify research areas in data science and applications of mutual interest and strategic benefit to both New Zealand and Singapore
> Propose points of specific research focus that lead to the creation of new and world-leading knowledge.

The workshop may also:

> Propose collaboration models that ensure maximum synergy in research development across teams
> Identify mechanisms aimed at transfer of knowledge to a wide range of users across New Zealand.

# Workshop Details

| Purpose | Identify priority areas of mutual research interest, and appropriate mechanisms for achieving productive New Zealand and Singapore research partnerships | Attendees | > Up to 12 New Zealand data science researchers<br>> Researchers, agencies and industry nominated by the Singapore Data Science Consortium<br>> Representatives from MBIE and the Singapore National Research Foundation |
|---|---|---|---|
| Duration | Two-three days | Costs and Administration | MBIE will reimburse direct travel, accommodation, food and other reasonable costs for the successful applicants. Participants will be asked to contribute expert comment to a summary report prepared by MBIE. These contributions may be contracted and separately remunerated. |
| When | October 2019 | | |
| Location | Singapore | Further information | Full workshop details will be sent to the successful applicants. |

# New Zealand Participant Selection Criteria

Successful applicants to this Expression of Interest will attend the workshop, representing New Zealand data science interests as a whole, and not their own institution or organisation.  We are seeking a delegation that covers a diverse range of interests, skills and institutions within New Zealand.  The delegation will include participants that are:

> Recognised experts in their field or early-mid-career researchers recognised as potential future science leaders
> Technically proficient to a high standard in one or more areas of both current and non-traditional research relevant to data science, including new data science methods, approaches and tools
> Visionary and forward thinking, demonstrating use of novel and innovative approaches to building a significant research programme
> Able to align selection of the data science issue(s) or problem(s) with use-cases and the broader strategic goals of government
> Strongly collaborative and stimulated by working in transdisciplinary research environments
> Good communicators
> Experienced collaborators, with a track record of successful cooperation at international scale (not necessarily with Singapore)
> Employed by a New Zealand-based legal entity with internal research capability in data science, that cannot be a department of the public service listed in Schedule 1 of the State Sector Act 1988
> Available to travel to Singapore for 2-3 days approximately in October 2019.

We do not expect that each participant will have all the capabilities sought in the overall composition of workshop attendees.

# The Decision Making Process

Applicants will be assessed on the basis of written information supplied through the IMS application.  Decisions will be made by the MBIE General Manager, Science, Innovation and International taking into account a portfolio balance of skills. There will not be interviews, however MBIE reserves the right to request further information from applicants.

# Contracting

MBIE will enter into a contract with the successful applicants' organisations that will set out the terms and conditions required for the workshop.  A template contract will be made available.

# Key Dates

| | |
|---|---|
| **Expression of Interest period** | 9 July 2019 until 12 noon, 6 August 2019 |
| **MBIE advises Applicants of Expression of Interest decisions** | 30 August 2019 |
| **New Zealand - Singapore Data Science Scoping Workshop** | October 2019 |
| **Joint Research Projects Call for Proposals released** | February 2020 |

Any change to key dates will be notified via MBIE's Alert e-newsletter.

## 3 Submitting an Expression of Interest

Expressions of Interests to attend the joint New Zealand - Singapore Data Science Scoping workshop are made using our Investment Management System (IMS), our secure online portal.  The submission period is from **9 July 2019** until **6 August 2019**.

These dates are subject to change.  Any change will be notified via MBIE's Alert e-newsletter.

An Expression of Interest is submitted if it has a status of **Submitted to IMS** in the IMS portal.  If your Expression of Interest is being submitted by a university or a Crown Research Institute, see your Research Office for additional submission advice.

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For all IMS portal queries, e-mail or call:

**Email** imssupport@mbie.govt.nz
**Phone** 0800 693 778
(Monday to Friday, 8:30am to 4:30pm)

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### What Needs to be Included in your Expression of Interest

You will be asked to enter the following information during the submission process.

| EXPRESSION OF INTEREST QUESTIONS | |
|---|---|
| *This is a guide and is not intended to constrain the information you provide.  You may include any information you consider demonstrates your fit to the selection criteria.  An * indicates mandatory information.* | |
| *Eligibility | You must be New Zealand based.  You will be asked to confirm that you are currently employed by and your expression of interest endorsed by a New Zealand-based legal entity with internal research capability in data science.  A single institution may endorse more than one person. |
| NZBN Registration of endorser | The NZBN and registration number (if applicable) populate automatically.  NZBN / Registration numbers allow MBIE to check that the endorsement comes from a New Zealand legal entity. |
| *Candidate CV (max four pages) | You will need to attach a short professional academic CV.  Selected publications are sufficient.  An optional template is available here.  Successful participants will later be asked to share a biography for circulation among all attendees. |
| *Statement of intent (max 400 words total) | You will be asked to outline, with specific examples, how:<br>> Your skill set contributes to the workshop objectives<br>> Your attributes align with the specific workshop participation selection criteria. |
| *Existing relationships with Singapore | You will be asked to declare any existing professional cooperation with Singapore on data science (collaborator, project title, and year). |

## Accessing MBIE's IMS Portal

■ **To log in to the IMS portal:**

Access the IMS portal using either Chrome or Firefox. Five or more failed log-in attempts will automatically lock you out of the system. If this occurs, contact IMS support and ask for your account to be unlocked.

**For first time users:**

1. Complete and email a portal registration form to imssupport@mbie.govt.nz. On acceptance, you will receive a Username and temporary password.

2. Click the **Portal URL** link in your Welcome email and follow the on-screen prompts to login and create a new, more secure password. On completion, a **Portal Access Agreement** displays.

3. Read the access agreement and then click the **Accept** button. The IMS portal's **Home** screen displays.

**For existing users:**

1. Click the **MBIE IMS Portal** link (ims.msi.govt.nz/ ).

2. Log in using your existing username and password. If you've forgotten this, use the **I've forgotten my password** option.

3. Click the **Login Securely** button. The IMS portal's **Home** screen displays.

■ **To logout,** click the **Logout** hyperlink *(located top right of every screen)*.

## Entering and Submitting an Expression of Interest

■ **To enter and submit an Expression of Interest in the IMS portal:**

1. On the **Home** page of IMS portal, click the **Project List** tab.

2. Click the **New Application** button *(located to the right of the screen)*.

3. On the **resulting** screen, select **2019 Singapore-New Zealand Data Science** from the **Investment Process** field.

4. Select the appropriate phase: **Expression of Interest**.

5. Click the **Create** button. The first section you need to complete displays.

   The IMS portal will guide you through the completion of the required fields and the uploading of all required documentation. When complete, click the **Save & next section** button to move to the next section. All forms of documents *(e.g., Excel, Word and PDF)* can be uploaded. If a PDF, ensure that it is unsecured. If secured, we will not be able to access or print your application. Image files cannot be uploaded.
   You can save, log out, and return to the IMS portal to edit your application before submitting it.
   Mandatory fields are marked with an asterisk *.
   > Fields with a red * must be completed before you can save and close the current section.
   > Fields with a black * must be completed before you can submit your application.

   When all sections are complete, scroll to the top of navigation panel and click the **Print and manage** link.

6. Click the **Check my application before submission** button to run a validation check.
   This will verify the completeness of your application and will detect any missing content.

7. Once you have corrected all of the errors and/or added all missing information, click the **Print and manage** link then the **Check my application before submission** button again.

8. On achieving a successful validation, click the **Submit to QA** button or the **Submit to IMS** button.

9. Read and accept the declaration.

If you clicked **Submit to IMS** your application has been successfully submitted and is now listed on the **Project List** tab with a status of **Submitted to MBIE**. If you clicked **Submit to QA** you will need to ensure that your Super User performs their QA and submits your application before the deadline.

Data science is changing how things are done at an extraordinary rate, providing new ways to improve prosperity and wellbeing. To harness the benefits, New Zealand needs to be at the forefront of emerging data science and technologies.

## Further Information

**Email:**    Proposal queries:    internationalscience@mbie.govt.nz
             Portal queries:    imssupport@mbie.govt.nz

**Phone:**    Portal queries:    0800 693 778 (Monday to Friday, 8.30am-4.30pm)

You can also subscribe to MBIE's Alert e-newsletter.

For more on the SSIF domestic call, see https://www.mbie.govt.nz/science-and-technology/science-and-innovation/funding-information-and-opportunities/investment-funds/strategic-science-investment-fund/funded-infrastructure/data-science-investment/

MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

New Zealand Government