|  |  |  |
| --- | --- | --- |
| URC | R&I33 ADVANCED COMPUTING EQUIPMENT APPLICATION | |
| Deadline for submission of applications to Faculty IT Committee for internal review & Dean/Deputy Dean’s signature.  **Note:**A technical report from ICTS is compulsory (see [section 13](#ICTSsummaryreport)) and must be obtained in advance of this deadline. | | **30 May 2025** |
| Faculty ACC Representatives to submit ranked applications to ACC Servicing Officer ([Robyn.Udemans@uct.ac.za](mailto:Robyn.Udemans@uct.ac.za)). | | **30 June 2025** |
| ACC review meeting. | | **15 July 2025** |
| Deadline for submission of ACC recommendations to Resource Allocation Advisory Group (RAAG). | | **31 July 2025** |
| Funding outcomes confirmed to applicants Faculty ACC Representatives. | | **End January 2026** |
| The Advanced Computing Committee (ACC) considers applications from Faculties for **strategic computer research equipment items (all computer equipment including software licences and implementation support**, e.g., set up and short-term specialised IT services) typically with a minimum value of R50,000 and a maximum value of R750,000 for the equipment. Applicants are expected to contribute a minimum of 10% of the total cost of the equipment.  The ACC may consider applications with a value exceeding R750,000 for larger computer facilities, however, these applications must be prepared in collaboration with central computing departments such as the Data Institute and ICTS. Applications for external co-funding for requests above R750,000 must be submitted within the calendar year of the ACC application. Failure to do so will result in the award being rescinded.  Research-driven facilities that are not computational (including equipment that may be associated with computers such as spectrometers, imaging devices etc.) are not considered by the ACC and should be referred to the University Equipment Committee. Only software that is directly used for research modelling, simulation or data analytics will be considered. Only once off software licence fees are considered for support. No recurrent licences will be considered for funding.  ACC funds are restricted to computing equipment for research purposes. Applications for hardware/software/resources that are to be used for principally for teaching or training in coursework programmes will not be considered and should be directed to your faculty.  The ACC prioritises applications that are aligned with Faculty Research Strategies which must be confirmed by the ACC faculty representative and Dean on the last page of the form. In the case of irreplaceable primary source data (genomic, natural and environmental, census data, etc) applicants must provide long term storage and archival plans and commitments.  **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. Supervisors and/or Heads of Department may apply on behalf of students for items required for research i.e., not teaching or training purposes (as stipulated above).  No late or retrospective applications will be accepted. | | |

PARTICULARS OF APPLICANT

|  |  |
| --- | --- |
| Title, Name & Surname: |  |
| Present Position: |  |
| Department/ Institute/ Centre: |  |
| Faculty: |  |
| Email address: |  |

HARDWARE/SOFTWARE APPLIED FOR

|  |  |
| --- | --- |
| Name of equipment: |  |
| New/replacement equipment? |  |
| Cost of equipment (incl. VAT):  ***Please complete the Detailed Budget section below.*** |  |

DETAILED BUDGET   
Note: Applications for equipment over R750,000 may be submitted to the ACC but these must be part of a coordinated effort amongst departments and/or faculties and should include one or more of the following - e-Research, Data Institute and ICTS.

|  |  |
| --- | --- |
| Quoted price (incl. VAT) from preferred supplier(s): |  |
| 3-year Maintenance / Service contract: |  |
| Cost of developing equipment: |  |
| Implementation support: |  |
| Total cost of equipment: |  |
| Available funding:  ***(minimum 10% contribution required)*** |  |
| Amount applied for from ACC: |  |

|  |
| --- |
| **MOTIVATION FOR EQUIPMENT** |
| 1. Provide a brief description of the equipment applied for. (max 10 lines) |
|  |
| 2. What is the **scientific and research rationale** for acquiring this equipment at UCT?  (max one page) |
|  |
| 3. Will this equipment be **new** to UCT? If not, why is it necessary to duplicate? (max 10 lines) |
|  |
| 4. How will the purchase of this equipment **advance the strategic goals of UCT particularly with respect to transformation, excellence and sustainability**. In the case of transformation be explicit citing existing staff and students that will align the project with UCT goals. In the case of excellence give clear examples of past and planned research that has had/will have an international impact in hardware/computing/modelling/data science. (max 20 lines) |
|  |
| 5. How will this equipment advance the **research strategy of your faculty**? (max 10 lines) |
|  |
| 6. How will this equipment advance the **research strategy of your department / institute / centre / unit**? (max 10 lines) |
|  |
| 7. Describe the infrastructural support, space implications and management model for operating the equipment, i.e., how routine running expenses, maintenance costs and staffing costs are to be met. Indicate the costing structure that will be applied to various categories of users. **Please make specific reference to how the issue of unreliable power is to be dealt with.** (max two pages) |
|  |
| 8. Describe long term storage and archival plan for primary source data (genomic, natural and environmental, census data, etc). If the research data management plan involves a university resource dependency, then provide an accompanying letter of support from the appropriate department or institute. (max two pages) |
|  |

|  |  |
| --- | --- |
| 9. For equipment >R750,000 outline the present situation in the University and at other institutions within the Western Cape with respect to equipment equivalent that is which is being applied for. Indicate with whom you have consulted at other institutions to ensure that there is no unnecessary duplication of such equipment and for soliciting support for this application. If there is equipment of a similar nature at another institution in the Western Cape provide a rationale as to why further equipment of this nature needs to be acquired. (max one page) | |
|  | |
| 10. Describe the relevant experience of the applicant (or academic staff member who will be in charge of the equipment) on this or similar types of equipment.  (max one page): | |
|  | |
| 11. **Users.** Provide details of past usage (replacement equipment) or envisaged usage (new equipment), including numbers of past or likely research students to be trained, publication outputs, etc. (max two pages): | |
|  | |
| 12. **Collaborators.** Provide a list of departmental, interdepartmental, interfaculty, and inter-institutional users. Statements of support from other UCT/Western Cape users will strengthen the case for equipment >R750, 000. | |
|  | |
| 13. Provide **two quotes** with an indication of preference (with reasons). Quotations should be valid for 3 months. Faculty IT committees are responsible for the review of quotations and equipment by ICTS. | |
|  | |
| **14. ICTS summary report.** For hardware exceeding R100 000 applicants are required to consult with ICTS who will assess whether hardware is suitable for the intended purpose and if the costing for the hardware is appropriate. Please contact [Andre Le Roux](mailto:andre.leroux@uct.ac.za), Director: Enterprise Infrastructure Services, who will redirect your request to appropriate person. The report can be included in the space provided here or attached to the form. | |
|  | |
| Name of ICTS consultant: |  |
| Designation |  |
| Signature: |  |
| Date: |  |

**TO BE COMPLETED BY APPLICANT**

**Please ensure that sections 1 – 13 above have been completed and all supporting documents attached as incomplete applications will not be considered.**

|  |  |
| --- | --- |
| Amount applied for from UEC: |  |
| Signature: |  |
| Name: |  |
| Date: |  |

**RECOMMENDATION BY HEAD OF DEPARTMENT**

To be completed by HOD if he/she is not the applicant

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Comment: |  | | | | | |
| Recommendation: |  | strongly supported |  | supported |  | not supported |
| Name: |  | | | | | |
| Signature: |  | | | | | |
| Date: |  | | | | | |

**\*\*Completed applications must be submitted to the Chair of the Faculty IT Committee who will arrange the Dean’s signature and submit the final version to the ACC.**

**RECOMMENDATION BY CHAIR OF THE FACULTY IT COMMITTEE**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Comment on Alignment with Faculty Research Strategy. | | | | | | |
|  | | | | | | |
| Ranking: |  | strongly aligned |  | aligned |  | not aligned |
| Name: |  | | | | | |
| Signature: |  | | | | | |
| Date: |  | | | | | |

**DEAN’S RECOMMENDATION**

To be completed by the Dean or designated authority (e.g., Deputy Dean: Research) if he/she is not the applicant.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| A final recommendation from the Dean confirming alignment with faculty and UCT strategic research goals is necessary prior to submission to the ACC. | | | | | | |
|  | | | | | | |
| Recommendation: |  | strongly supported |  | supported |  | not supported |
| Name: |  | | | | | |
| Signature: |  | | | | | |
| Date: |  | | | | | |