T.C.
YÜKSEKÖĞRETİM KURULU BAŞKANLIĞI
Yükseköğretim Proje Geliştirme ve Destekleme Daire Başkanlığı

GÜNLÜDÜR

Sayı : E-34249659-730.06.01-72924

Konu : Asya-Pasifik Uzay İşbirliği Örgütü
(APSCO) Proje Başvuruları Duyurusu

TÜM ÜNİVERSİTELERE

İlgi : Türkiye Uzay Ajansı Başkanlığının 21.11.2024 tarihli ve 13829022-E-30554305-730.06.01-9050 sayılı yazısı.

Asya-Pasifik Uzay İşbirliği Örgütü (APSCO) tarafından proje desteklerinin verildiği, üye ülkelerden teklif edilen ve başvuru koşullarını sağlayan en fazla 5 (beş) projeye başvuruların açık olduğu belirtilerek, söz konusu proje başvurularının Ek'te yer alan proje başvuru şablonları kullanılarak en geç 16 Aralık 2024 tarihine kadar resmi yazı ile Türkiye Uzay Ajansı Başkanlığına gönderilmesi İlgi yazı ile talep edilmektedir.

Bilgilerinizi ve Üniversiteniz tarafından konuya ilişkin gerekli duyuruların yapılması hususunda gereğini rica ederim.

Prof. Dr. Metin TOPCUOĞLU
Başkan Vekili

Ek:

1 - Öncelikli Alanlar (2 Sayfa)

2 - Proje Başvurusu Örnek Taslak (10 Sayfa)

3 - Eğitim Projesi Örnek Taslak (13 Sayfa)

4 - APSCO Bilgi Notu (2 Sayfa)

Dağıtım:

Tüm Üniversitelere

Bu belge, güvenli elektronik imza ile imzalanmıştır.
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After all amendments by the DPC members, the updated survey of the "Priority Areas of Project Implementation" was finalized as following:

No.	Priority Areas	Domain	Budget	Duration
1	Understanding the Spatial-Temporal Distribution of Aerosol Components in the Asian-Pacific Region Using Satellite Remote Sensing Technology	Space Science	A	1-3 Years
2	Regional Mechanisms for Space Weather Monitoring and Forecasting	Space Science	A	1-3 Years
3	Space environment monitoring by using Lower Earth Orbit/Suborbital Spacecraft such as high-altitude pseudo satellite (HAPS)	Space Science	B	1-3 Years
4	Space Debris Mitigation and Space Situational Awareness	Space Technology Application	B	1-3 Years
5	Earth Observation for Environmental Monitoring: Air pollution, Forest Monitoring, Land motion etc.	Space Technology Application	A	1-3 Years
6	Development of Space Qualified parts for satellites based on the cutting-edge space technologies	Space Technology Development	A/B	1-3 Years
7	New generation of Ground Station Network	Space Technology Development	B	1-3 Years
8	Space Propulsion Systems for small satellite	Space Technology Development	A/B	1-3 Years
9	Cubesat Competition for Future Generation	Space Education Development	A	1-3 Years
10	Interdisciplinary education within the scope of space sciences, basic sciences and engineering disciplines in the scope of space	Space Education Development	A	1-3 Years
11	Hands-on training on use of artificial intelligence in data mining of huge dataset of satellite imagery	Space Education Development	A	1-3 Years

12	Disaster monitoring and Post-Disaster Assessment by using space-based earth observation data for flood, forest fire, oil spill etc.	Disaster/ Emergency Management and Environmental Monitoring	A	1-3 Years
13	SAR Satellite Data Usage for Monitoring	Disaster/Emergency Management and Environmental Monitoring	A/B	1-3 Years

APSCO

Document Index: (APSCO will define the Document Index)

Proposal of

" _____ "

Project

Proposed by   :

Issue   :   1
Revision   :   0

Date of submission
               :

Contents

List of Figure

List of Figure

List of Table

List of Acronyms

No.	Acronym	Definition
1.		
2.		
3.		

List of Acronyms

1 Brief Summary of the Project

Provide overall summary of the project.

2 Introduction

Provide background and introduction of the project, including literature review, the project statement in terms of characterization of the project needs, expected performance, dependability and safety goals and project operating constraints with respect to the physical and operational environment, and strategic advantages for all Member States.

3 Objectives of the Project

- Clearly define the objectives of the project;

- If only some phases of the project are planned to be proposed for approval for implementation, the objectives of the particular phases should be clearly defined.

4 Project Concept and Main Development Steps

- Clearly define the concept and main steps or stages will be carried out under this project.

- Schedule the project milestones (GANTT Chart)

5 The Preliminary Requirements Specification

- The preliminary technical and infrastructural requirements specification;

- The preliminary User/Member States requirements on this project;

- Requirement of Key technical specification/function/model/algorithm should be clearly defined.
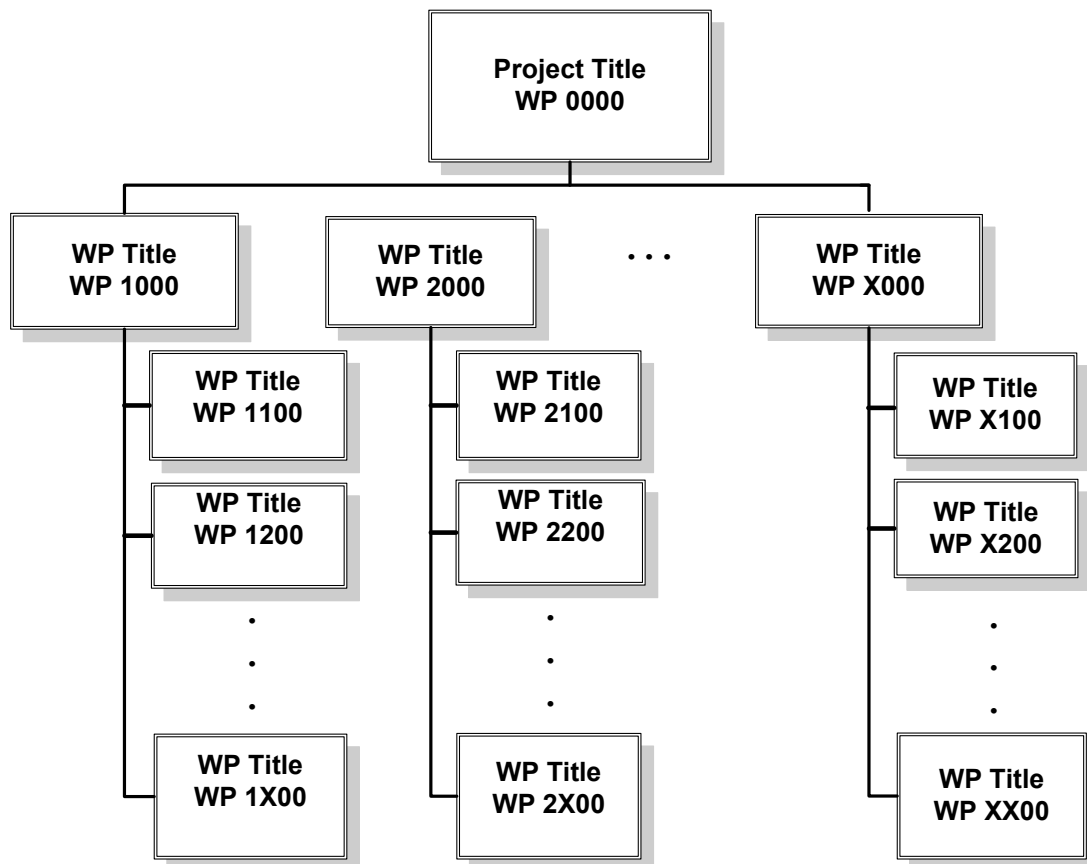
6　Preliminary Assessment of Programmatic Aspects

- Preliminary assessment of programmatic aspects supported by market and economic studies as appropriate.

7　Work Package Breakdown and Work Package Description

The principal structure used in managing a project and provides a framework for managing technical content schedule cost, etc. It divides the project into manageable work packages, organized according to the nature of the work by breaking down the total work to be performed into increasing levels of detail.

a) Work Breakdown Structure

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                        ┌─────────────────┐
                        │  Project Title  │
                        │    WP 0000       │
                        └─────────────────┘
         ┌───────────────────┼───────────────────────┐
   ┌───────────┐      ┌───────────┐             ┌───────────┐
   │ WP Title  │      │ WP Title  │   · · ·     │ WP Title  │
   │ WP 1000   │      │ WP 2000   │             │ WP X000   │
   └───────────┘      └───────────┘             └───────────┘
   ┌───────────┐      ┌───────────┐             ┌───────────┐
   │ WP Title  │      │ WP Title  │             │ WP Title  │
   │ WP 1100   │      │ WP 2100   │             │ WP X100   │
   └───────────┘      └───────────┘             └───────────┘
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   ┌───────────┐      ┌───────────┐             ┌───────────┐
   │ WP Title  │      │ WP Title  │             │ WP Title  │
   │ WP 1X00   │      │ WP 2X00   │             │ WP XX00   │
   └───────────┘      └───────────┘             └───────────┘
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The breakdown may base on the phases of the project, main task of the project, system architecture, product tree and etc.

b) Work Package Description (WPD)

Detailed WPD should be given in all first level WP and second level sub-WP in following format.

WP Title			
WP Ref.	WP 1100	Estimated Duration	
WP Activities and Descriptions			
1. main activities 2.			
Input	Required document, technical input, resources, data and etc.		
Output	Outcomes/deliverables		
Estimated Budget (USD)			

8 Participation of Other Member States in the Project

- Any contribution and involvement from Member States should be clearly stated.

9 Preliminary Cost and Benefit Analysis

- All participating Member States are encouraged to contribute existing resources or in other kinds to the project (Such as funds, lands, labors, facilities, equipment, use of intellectual properties, maintaining or other necessary resources). The Project Budget approved by the Council shall mainly support the core cooperative R&D related activities.

- Cost for project management, meeting, training, etc. should also be included.

- Total Budget needs to be approved by the Council shall be clearly given.

- Any contribution from Member States and corresponding cost should be clearly stated.

The cost estimation could be given by following format.

Work Package/Task				Estimated Cost (USD)		Supported by M.S. (USD)	Supported by APSCO (USD)	Remark
Main WP	Main WP Task	Sub WP	Sub WP Task	Main WP	Sub WP	Sub WP	Sub WP	
WP 1000								
		WP 1100						
		WP 1200						
		…						
WP 2000								
		WP 2100						
		WP 2200						
		…						
Total								

In Remarks detailed cost items and estimated number shall be listed, the cost items reference as following:

- Materials/components/part, purchased products/data, etc.
- Sub-contractor/supplier/external service/consultants/outsourcing, etc.
- Facilities
- Management fee (travelling, consultants and etc. consultants cost estimation shall use APSCO standard as reference)
- Meeting, training, survey, joint working and other project related activities (listed how many activities, how many participants and how many days of the activities. The details description of this part may also listed in the corresponding "Work Package Description")
- Shipment, customs, insurance and etc.
- Miscellaneous

- Elaborate the benefit of the project, especially mutual benefits for APSCO Member States.
- If the benefit is quantifiable, brief calculation should be presented.

10 Preliminary Risk Assessment

- Elaborate the risk assessment
- Predictable risk, risk level, risk management & reduction plan

APSCO

Project Name

Document Index: xxxxx-xxxxx

Document Title:

Feasibility Study Report

Prepared by:	Project feasibility study leading entity
Checked by:	
Approved by:	
Reference:	
Issue:	1
Revision:	0
Date of issue:	
Status:	Draft
Doc Type:	Preparatory Document

Change Log

Reason for Change	Issue/Rev.	Page(s)	Date

Contents

List of Figure

List of Table

List of Acronyms

No.	Acronym	Definition
1.		
2.		
3.		

1 Introduction/Background

Background and purpose of the project and the main content of the document.

2 Reference Documents

- List the reference documents.

3 Project Objective

- Clearly define the objective of the project.

- If only some phases of the project are planned to be proposed for approval for implementation, the objectives of the particular phases should be clearly defined.

4 Scope of Work

- Clearly define the main works that will be carried out under this project.

5 Training course design and syllabus

- Provide the overall design of the training program.

- Highlight the fundamental concepts involved in each topic in order to clarify what is and what is not covered in the course.

6 Learning outcomes

- State clearly what training participants are expected to achieve.

7 Training course components (Learning activities)

- Indicate the main components of the course, examples of which includes: lecture, interactive tutorial, laboratory, field studies/field-trip, web-enhanced teaching, etc.

8 Assessment type

An assessment mechanism should be developed as part of the learning activities in the training course. The assessment must be matched to the desired learning outcomes.

9 Training course schedule

A course schedule includes class, date, topic, and requirements so that participants can prepare their own learning before classes. It also includes training course duration, course schedule day by day, topics in detail, teaching outline, etc.

Following is an example of a training course schedule:

a) Duration: 60 days.

b) Training course schedule:

- Day0: Course registration.
- Day1-Day5: Integrated face to face teaching (5 days).
- Day6-Day48: Course design and guidance. Two online communication seminars will be held in Day25 and Day48. More frequent communication will take place during this period.
- Day49: Submission of assignment (research report and results).
- Day50-Day57: Review of research report by instructor.
- Day58-Day59: Presentation and evaluation.
- Day60: Course certificate and merit award ceremony online.

A template of face-to-face training course schedule is shown below:

	Short Training Course on "_____" DD MM YYYY	
	Day 1	
	Opening Ceremony	
09:00 – 10:30 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
10:30 – 11:00	Tea/Coffee Break	
11:00 – 12:30 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
12:30 – 13:30	Lunch Break	
13:30 – 15:00 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
15:00 – 15:30	Tea/Coffee Break	
15:30 – 17:00 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
	Day 2	
09:00 – 10:30 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
10:30 – 11:00	Tea/Coffee Break	
11:00 – 12:30 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
12:30 – 13:30	Lunch Break	
13:30 – 15:00 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
15:00 – 15:30	Tea/Coffee Break	
15:30 – 17:00 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
	Day n	
09:00 – 10:30 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
10:30 – 11:00	Tea/Coffee Break	
11:00 – 12:30 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
12:30 – 13:30	Lunch Break	
13:30 – 15:00 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor

15:00 – 15:30	Tea/Coffee Break	
15:30 – 17:00 (1:30 hrs)	Lecture Topic/Subject	1 session – Lecturer/mentor
	Closing Ceremony	

10 Implementation and Management Plan

- Establish the preliminary management plan and proposed implementation plan.

- Schedule the project milestones (GANTT Chart).

11 Output/Deliverables

- Output of the project.

- Deliverable list.

No.	Deliverable Items	Milestone/Due date	Prepared by

12 Cost Analysis

Total Budget needed for the project shall be clearly given. This budget shall be submitted to be approved by the Council of APSCO. The Total budget consisted of the Fixed Cost and the Expenses for sponsored participants, the Fixed Cost of the course, and the expenses of each sponsored participant per session are shown as a sample in the Table 1, 2 and 3 respectively.

Table 1 Total budget

No	Item	Budgets	Remarks
1.	Fixed cost		See Table 2
2.	Sponsored participants' cost		…USD per person, …*n participants=…., for details, see the Table 3
	Total		

Table 2 Fixed Cost

No	Item	Budgets (USD)	Remarks
1.	Course Design and Teaching Materials costs (if any)		
2.	Facilities and Hardware costs (if any)		
3.	Software and Platform costs (if any)		
4.	Textbook Purchase costs (if any)		
5.	…		
6.	Lecture and tutorials fees		For details, see Table 4.
Total of Fixed budget			

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Table 3 Expenses of each Sponsored Participant

No	Item	Budgets (USD)	Remarks
1.	Travel Expenses		
2.	Accommodation		
3.	Transportation		
4.	Honorarium		
5.	Meals & Banquet Dinner		
6.	Venue		
7.	Souvenirs		
	…		
Total cost per person			

`

Table 4 Details of Lecture and tutorials fees

Date	Topics	Budgets	Remark
Day0	Arrival and registration	/	
Day1	Opening	/	
	Invited lecturers		The calculation of honorarium for lecturers is set as $150/session/1 person (tax included) or $300/session/1 person (tax included) for prominent lecturers. The calculation of honorarium for mentors is set as $150/half day/1 person (tax included). In general, the total number of sessions per day is suggested not exceed 04 (four) sessions, which means 06 (six) hours.

Day 2			Standard is $300
			Standard is $300
Day 3			Standard is $300
			Standard is $300
Day …	Hands-on practice on data analysis and Q&A		The calculation standard is 150USD per person for a session(1.5hour). There are 4 sessions (6 hours) with 3 tutors in a \ hands-on practice course for a whole day,150*4 session *3 person=1800
Day …			Standard is $300
	Visits		
			Standard is $300
DAY ...	Online communication seminars		The calculation standard is 150USD per person for a session(1.5hour). 3 hours (2 sessions) for 3 tutors, 150*2 session *3 person=900
DAY …	Online communication seminars		The calculation standard is 150USD per person for a session(1.5hour). 3 hours (2 sessions) for 3 tutors, 150*2 session *3 person=900
Day …-Day.	Review of assignment (research report) by instructor		Review cost for 7 instructors, $150*7=1050
Support costs	Labor costs for 3-4 staff/volunteers for7days		Labor cost standards is 100USD per person per day. 100 *7days*4person=2800
Totals			

13 Benefit Analysis

- Elaborate the benefit of the project, especially mutual benefits for APSCO Member States.
- If the benefit is quantifiable, brief calculation should be presented.

14 Risk Assessment

- Elaborate the risk assessment.
- Predictable risk, risk level, risk management & reduction plan.

Asia-Pacific Space Cooperation Organization
Call For Proposals on APSCO Cooperative Projects
(draft)

1. Background

One of the main goals of APSCO is regional cooperation with the purpose of using space technology and its applications for the development of the region and harnessing benefits of this technology for socio-economic development of the Asia-Pacific. The Secretariat of APSCO has conducted many activities for capacity-building, resource-sharing and technology development. Since the establishment of the Secretariat, cooperative projects have been the main tool of APSCO for achieving the goals of the organization and the Member States have shown great interest in initiating projects in different fields of space science, technology and applications. Many projects have been successfully conducted by the Member States through APSCO cooperative platform. These projects have different technical levels and achievement. Now, the Development Plan Committee (DPC) of APSCO which is in charge of prioritizing the projects and other cooperative activities of APSCO has initiated an effort to focus more on the quality and coverage of the cooperative projects and thus to improve the impact of projects.

2. Purpose

As already mentioned, the Development Plan Committee (DPC) has come out with a new project selection mechanism in order to improve the impact, priority and inclusiveness of the projects. DPC has drafted a Call for Proposals (CFP) on the topics that entertain maximum benefit of the Member States. The current document provides a guideline for proposing the new projects by the Member States. The Call guides the proposing entities to initiate projects in the fields of higher priority based on the survey conducted by the Secretariat.

3. Call Description

- **Scope**: The current call is formulated for collection of proposals to be discussed in 2025 DPC meeting which is going to be held onsite in the first quarter of 2025 based on the Rules on Cooperative Activities of APSCO.
- **Objectives**: The aim of the call is to guide the proposing entities in Member States towards the fields of higher interest among Member States and thus creating the opportunity to collect proposals in fewer fields and providing better selection outcome.
- **Expected outcome:** It is expected that new projects of APSCO include immediate needs and requirements of the Member States and provide the platform for more international cooperation among them.
- **High Priority Fields:** The higher priority fields of project collection has been surveyed by the Secretariat through several rounds of survey population and prioritization. The fields enjoying the support of more Member States shall have higher priority (Annex-1).

4. **Submission Guidelines**
   - **Format**: The format of the proposals shall follow the standard format prepared by the Secretariat (Annex-2).
   - **Deadline of Proposal Submission:** The new proposals based on this Call for Proposals shall be submitted by mid-November 2024 for the first round of evaluation by the Secretariat. The final deadline for proposal submission is 31 December 2024 based on the Rules on Cooperative Activities of APSCO.

5. **Budget**
   - **Funding**: The funding of the project shall be provided by APSCO after the project is approved by the Council of APSCO. If the project lead provides part of the budget of the project, the project shall have more chance for selection.
   - **Budget Tags**: The budget tag of each high priority field is provided through the survey of project fields (Annex-1). There are three levels for the budget tag, i.e. A-less than 500K USD; B- between 500k to 1000K USD; and C-more than 1000K USD. The budget tags are only working as a guideline and the budget shall be detailed in the project proposal based on the standard budget estimation practice.

6. **Evaluation Criteria**
   - **Criteria**: The evaluation criteria are not changed and the same evaluation form as before shall be used (Annex-3).
   - **Process**: The evaluation shall be done by the DPC and in any project field maximum one project shall be selected to be added to the Project Implementation Plan of APSCO.

7. **Additional Information**

All Member States are currently encouraged to submit program proposals based on their priorities and interests. The opportunity is announced annually. All space-related fields are accommodated with the priority of the project having higher support in the Survey. The process of project evaluation and approval takes at least two years from the initiation until Council approval.