***Memorandum of Understanding*** *between*

*Party A: Academic Language Experts*

*and*

*Party B: Afeka College*

With the object of promoting their co-operation in assisting academic researchers, Academic Language Experts (“ALE”) and the Afeka College individually also “Party” and collectively the “Parties”, enter into the following agreement.

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly encourage cooperation between the parties and to identify the respective roles and responsibilities of each party.

II. [PARTY A] RESPONSIBILITIES UNDER THIS MOU

ALE will provide:

1. Professional language and publication support services to the Afeka College faculty at a 5% discount (through the use of a [special url](https://www.aclang.com/services/?partner=UniversityofHaifa)).
2. Workshops for faculty on academic publication and grant writing in coordination with and at the discretion of the college.

III. [PARTY B] RESPONSIBILITIES UNDER THIS MOU

The Afeka College will provide:

1. Minimum of 10 grants for review per year (ISF, BSF, or GIF)
2. A link to the offer to be displayed alongside the Afeka College research authority website.
3. A notification about the offer to all Afeka College faculty as well two times per year about ALE services and services available to them (the nature of these reminders will be agreed upon by both sides).
4. Individual introductions to all Afeka College heads of department

These terms can be reassessed by either party after the first year of cooperation.

IV. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. Both sides reserve the right to publicize the partnership in both internal and external fora.

V. PRICING

The pricing below represents the typical 15-page research grant application. Pricing for submissions for other grant funds may vary depending on length and complexity. The pricing below is before the 5% discount for Afeka College scholars.

**Service options (see our** [**grant writing services page**](https://www.aclang.com/grants-service/) **for more information):**

Language editing (approximately two weeks)

* Proofreading- 2,500 ILS plus VAT
* Standard Editing- 3,300 ILS plus VAT
* Advanced Editing: 3,650 ILS plus VAT

Academic Review and Language Edit

* **Basic review**- 3,850 ILS plus VAT

Intended for: Scholars or research teams with experience submitting competitive research funding proposals who have written a full proposal draft and don’t need individualized help developing respective sections of their proposal.

**Services Include:**

* Introductory 15-minute consultation (as required)
* Academic review of content, structure, coherence, and methodology
* Edit of abstract, timeline, and proposal (up to 15 pages)
* Work completed by a subject expert and reviewed by a second editor
* Two rounds of revisions and up to 500 words of additional text included

\*This service does not in any way include writing or rewriting in place of the author

**Approximate timetable:** 4-6 weeks before submission deadline

* **Standard Review**- 4,500 ILS plus VAT

Intended for: Scholars with minimal/no experience developing successful competitive research funding proposals who have written a full proposal draft but need individualized help developing and clarifying the respective sections of their proposal.

**Services Include:**

* Introductory 15-minute consultation (as required)
* Academic review of content, structure, coherence, and methodology
* Edit of abstract, timeline, and proposal (up to 15 pages)
* Up to 3 hours of individualized consultation via phone or Zoom
* Work completed by a subject expert and reviewed by a second editor
* Two rounds of revisions and up to 1000 words of additional text included

\*This service does not in any way include writing or rewriting in place of the author

**Approximate timetable:** 6-8 weeks before funding deadline

\*\*\*Rush projects may be subject to up to 25% additional fee.

Any work that is completed hourly will be charged at 225 ILS per hour plus VAT.

The following services are not included and will need to be charged in addition as required:

● Grant source recommendation report

● Reference review and formatting, including checking that all references appearing in the proposal appear in the bibliography and vice versa, formatting all references to conform to the relevant guidelines, ensuring the accuracy of the references, and noting where reference details are missing

● Writing new sections from scratch

● Assistance with developing research budget

**Signed on behalf of ALE: Signed on behalf of Afeka:**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**