



**VOKASI**  
KUAT, MENGUATKAN  
INDONESIA



# TECHNICAL GUIDANCE COOPERATION ON THEMATIC INNOVATION PRODUCT DEVELOPMENT (A3 THEMATIC)

Directorate of Academic Vocational Higher Education

Assalamu'alaikum Warohmatullohi Wabarokatuh!

Peace be upon us all,

Cooperation and collaboration drive innovation, acceleration of technology creation, encourage productivity, or other things that are positive because collaborating parties can complement each other in various aspects. In reference to this, the Indonesian government through the Directorate General of Vocational Education (DGVE) initiated research collaborations between Vocational Education Organizing Universities (VEOU), or/and other domestic Universities, or/and the domestic Business and Industrial World (BIW), and between VEOU and overseas Universities/Research and Development (R&D) Institutions.

In order to realize VEOU's research collaboration with partners both domestic and overseas, the Directorate General of Diction launched the Thematic Innovation Product Development Cooperation (A3 Thematic) program. To implement this Thematic A3 program with good management, the Directorate General of Diction considers it's necessary to compile this guidebook. This guide is structured as a guideline for researchers, partners, reviewers, and DGVE. The guide covers details of the program implementation mechanism. The components of program implementation include scheme, scope, benefits, outputs, methods, funding, proposal submission flow, evaluation criteria.

This guide could not have been completed without the hard work of the team (experts from several universities and DAPTV staff). The team has tried to formulate the programs offered in order to synergize innovation/expertise among lecturers and researchers in Vocational and with overseas partners. For this reason, I would like to express my appreciation and gratitude to all parties who have given time and thought in compiling this guidebook. Hopefully this guide is useful for lecturers and researchers in Vocational who develop collaboration to build an ecosystem and a culture of innovation as part of efforts to help solve some of the nation's problems, improve the economy, and increase the KPI of Vocational Education Organizing Universities.

Director Academic Vocational Higher Education

Beny Bandanadjaja

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# CHAPTER I

## Introduction

In carrying out the mandate of the Law and guided by the National Higher Education Standards (SN-Dikti) in the Regulation of the Minister of Education, Culture, Research, and Technology Number 53 of 2023, the Directorate General of Vocational Education launched the Matching Fund (MF) program for Vocational Higher Education Organizing Universities (VHEOU) in 2021. The MF program or known as the Matching Fund (MF) in 2024 is a support for partnerships between Vocational Higher Education Organizing Universities (VHEOU) and the national or multinational Business and Industrial World (BIW), government, NGOs and foreign researchers to achieve Higher Education goals that have an impact on the achievements of SN-Dikti. The MF VHEOU program is intended to encourage innovation (invention and design) and / or expertise owned by Vocational Higher Education Organizing Universities (VHEOU) in solving problems of Business and Industrial World, the government, and society. The partnership carried out can be in the form of downstreaming the results of innovation, teaching, research aims at increasing the empowerment of BIW, the government, and society.

In order to increase partnership, especially in A scheme, particularly cooperation in downstreaming policy innovation or lecturer expertise, the Academic Directorate of Vocational Higher Education expanded the scope of funding for the A3 scheme by adding consortium of applied research programs and overseas cooperation. The consortium of applied research program is a partnership program between Vocational Higher Education Organizing Universities (VHEOU) and domestic Universities and/or Business and Industrial World (BIW). Overseas research cooperation is a partnership program between VHEOU and Universities or R&D institutions from other countries. This cooperation funding is arranged as a Thematic Innovation Product Development Cooperation Program (A3 Thematic). Funding for this program is expected to advance opportunities for research collaboration between VHEOU in Indonesia, Overseas Universities, Government, R&D institutions and BIW. The concept of this cooperation is in line with the funding of the matching fund program conducted to support the downstream policy of applied research products through the implementation of cooperation.

In line with the president's mandate regarding national research priorities in supporting the focus on sustainable development, the MF VHEOU program in 2024 still prioritizes funding in the fields of Green Economy, Blue Economy, Digital Economy, Tourism Strengthening, and Health Self-Reliance as in previous years. The Thematic Innovation Product Development Cooperation (A3 Thematic) program is focused on solving problems in overcoming the impacts of climate change and developing electric batteries. Climate change is one of the

greatest challenges that must be confronted for its impact is very influential on the environment, economy, health, and life as a whole. Therefore the Indonesian government through its various resources has been trying to reduce the impact of climate change problems. Additionally, the development of electric batteries which is one of the most important components in the development of electric vehicles is considered as one of strategies in overcoming the effects of climate change. For this reason, innovative products from research are needed to overcome and mitigate these problems. Vocational Higher Education Organizing Universities (VHEOU) must be able to improve the quality and quantity of research to the development of innovation and also achieve national needs to establish excellent, productive, and innovative Indonesia.

Through the **Thematic Innovation Product Development Cooperation program (A3 Thematic)** collaboration between vocational universities, overseas partner universities, R&D institutions and BIW that complement required resources in research in the form of expertise of research teams and facilities will be established. Thus, the program can produce innovative products and accelerate the achievement of innovative research products that can overcome the impact of climate change and the use of energy storage systems (ESS,) in this case electric batteries which are one of the national strategies in energy transition. In addition, this program is expected to advance VHEOU's network both nationally and internationally.

# CHAPTER II

## Thematic Innovation Product Development Cooperation Programs

### A DESCRIPTION AND OBJECTIVES

**Thematic Innovation Product Development Cooperation (A3 Thematic)** is a research and development activity for innovative products with domestic or overseas Universities/R&D partners and BIW partners intended to achieve national demands in responding to emerging challenges.

This program is carried out in the form of partnerships or cooperation between universities that is oriented towards explanations or discoveries (inventions) to anticipate a new phenomenon, rules, models, or postulates that support national priority programs in the field of climate change such as new renewable energy, biomaterials, advanced materials, electric battery development, energy transition, and other relevant related topics.

The objectives of the **Thematic Innovation Product Development Cooperation (A3 Thematic)** program include:

1. Increase synergy in the development of quality innovation and lead to increased expertise and competitiveness;
2. Increase the number research collaborations and innovation of VEOU with innovation partners in regional and international scope in the forms of equal partnerships and cost sharing
3. Increase the number of innovative works in the field of thematic that are still less developed in the commercial realm;
4. Promote the downstream policy process of applied research products that contribute to climate change problems.

### B SCOPE OF THE SCHEME

**Thematic Innovation Product Development Cooperation (A3 Thematic)** is a collaborative research and development activity between VHEOU and universities or R&D institutions both domestic and overseas or the Business and Industrial World (BIW) aimed at enhancing national and international networks in the development of innovation products. The following is the scope of each Thematic Innovation Product Development Cooperation scheme (Thematic A3):

#### 1. Consortium of Applied Research Products

The scope of the Applied Research Products Consortium scheme is aimed at collaboration between VHEOU and domestic universities/R&D institutions or BIW on the development of

electric batteries from upstream to downstream industry with the following topics:

1. Technology on Product Extraction and Material Purification
2. Development of Active Materials, Separators, Electrolytes and Recycling
3. Development of Coolant for Battery Coolant and Inverter Coolant for Electric Cars
4. Development of Cell Technology, Module and Pack
5. Safety, Testing, Management and Communication Battery
6. Battery Standardization and Policy Review
7. System Development on Industrial Support Infrastructure and End Product Development

## 2. Overseas Collaborative Research

The scope of the overseas collaborative research scheme is research collaboration between PTPPV and overseas PT/R&D in the form of equal partnership and cost sharing. This cooperation scheme is intended to support national priority programs in the field of climate change, and answer new challenges (emerging challenges) of the two countries, as well as support independent campus learning activities.

## C THEMES AND OUTPUTS

**MF VHEOU Thematic Innovation Product Development Cooperation (A3 Thematic) 2024** launch specifically for themes concerning climate change such as new and renewable energy, biomaterials, advanced materials, carbon footprint, carbon credits, Life Cycle Assessment (LCA), sustainability, energy transition, electric battery development, and other related topics that are relevant and support cooperation between countries.

The outputs produced in this scheme of cooperation is:

1. Contributing to the improvement of Universities Key Performance Indicators (KPI) of at least 2 KPI from KPI 2, 3, 4, 5 and 6.
2. Innovation products are at least in the form of prototype, art works, applied works or reference works (policy manuscripts).
3. Publication in reputable international journals or Intellectual Property (IP).

## D RESEARCHER REQUIREMENTS

The requirements for the researcher of **Thematic Innovation Product Development Cooperation (A3 Thematic)** are as follows:

### General Requirements

1. The Chief Researcher must be from Vocational Higher Education Organizing Universities (VHEOU) under the Ministry of Education, Culture, Research and Technology, not currently serving as a leader in Vocational Higher Education Organizing Universities (VHEOU) (Director/Deputy Director/Dean/Vice Dean) or as a Chairman of the Matching Fund Management, not yet entering the Retirement Preparation Period (RPP), and not allowed to change homebase (from vocational to academic or vice versa)

- during the program;
2. Have a National Lecturer Number (NLN) or Special Lecturer Number (SLN);
  3. Registered in Kedaireka;
  4. Not currently pursuing further studies or engaging in academic activities such as retooling programs, postdoc, and the like.
  5. The proposing Vocational Higher Education Organizing Universities (VHEOU) must meet the following requirements:
    - a. Not in monitoring status
    - b. Vocational Higher Education Organizing Universities (VHEOU) leaders submit statements of ability, and appoint the management unit of the Matching Fund Program to conduct internal coordination, monitoring and evaluation.
  6. The research team members must be at least 50% consisting of lecturers of vocational study programs
  7. A lecturer may propose more than 1 proposal either as chief or as a member;
  8. Students must be involved in innovation development programs;
  9. The researcher must have partners who are committed to providing funding in kind. If the partner can provide support in cash, it will be an added value. Types of partners that can be involved include:
    - a. State or private Indonesian universities;
    - b. Overseas Universities domiciled in Indonesia or abroad;
    - c. Domestic and overseas research institutions owned by the government or non-government;
    - d. Business and Industrial World (BIW) can act as a partner member or as a user partner in the implementation of collaboration.
  10. The proposing institution and partners are not currently facing legal issues.

## Special Requirements

Some specific requirements in proposing **Thematic Innovation Product Development Cooperation (A3 Thematic)** are as follows:

### 1. Consortium of applied research products

- Membership consists of a minimum of 3 institutions, with at least 2 state polytechnics and can partner with Research Institutes/Higher Education/ Business and Industrial World (BIW) from within the country. Each institutional research team consists of a minimum of 2 people;
- Having a Statement of mutual agreement between domestic Higher Education/R&D partners and Business and Industrial World (BIW) to carry out cooperation that lists the activities and contributions of the parties as matching funds (both in-kind and cash) and MoU (Memorandum of Understanding) for the implementation of the consortium or other cooperation documents in the form of Letter of Intent (LoI) if has been determined as the recipient of funding;

## 2. Overseas cooperation research

- The member of the proposer at least consists of 3 people, one person as a leader and the others as the members of the group.
- Proposals are submitted in English;
- Overseas university partners must be within the world's 1500 best universities (QS World) or having a reputation in research and development activities with similar themes and recognized at the international level;
- Partners of overseas R&D institutions must have a reputation in research and development activities that are recognized at the international level;
- Having an Lol (Letter of Intent) / MoU (Memorandum of Understanding) / other cooperation documents for overseas Higher Education / R&D partners that include activities as matching fund contributions (both in-kind and cash);
- Willing to provide permits for utilizing facilities aiming at implementing the collaboration;
- Having equivalent track record in research and development in the field of climate change such as new renewable energy, biomaterial, advanced materials, carbon footprint, carbon credit, Life Cycle Assessment, sustainability, energy transition, other related topics that promote the achievement of net zero emission (NZE) and other topics that assist to overcome emerging challenges in both countries.

## E FUNDING

Funding for the proposal of **Thematic Innovation Product Development Cooperation (A3 Thematic)** refers to the 2024 Research and Innovation Research Output Cost Standard (ROCS) with the following conditions:

- Funding proposal is designed based on outputs and activity descriptions.
- Funding refers to maximum limit of PMK (Finance Minister Law) number 113 of 2023 regarding Standard on Cost Outputs of 2024 Research and Innovation. It is cost sharing with partners' fund. However, the amount of fund provided is determined by the proportion on matching funds between partners and ministry with maximum 1:3. The ratio is 1 from partners' fund and a maximum of 3 times from the value of partner funds provided by the Directorate General of Vocational fund.
- Disbursement of funds is carried out through the agency of the chief researcher.
- The duration of the research is 1 to 3 years. Multi-year research sustainability is determined from the results of the evaluation of the implementation each year.
- Funding in this program cannot be used to finance activities that have been financed from other funding sources (double funding) and cannot be used to support any activities either research or travel of partners of Higher Education/Overseas Research and Development Institutions.
- The expenditure and use of funds from the Directorate General of Vocational Affairs must refer to the tariff rate of Minister of Finance Regulation Number 49 of 2023

concerning Input Cost Standards for Fiscal Year 2024. While funding sourced from partners is based on standard operational costs on partners.

- The financing components that can be funded by the Directorate General of Vocational Affairs include the following:

**1. Prototype material/invention material**

Refers to purchase/ procurement of prototype materials/ limited-scale production/ consumables of innovation design such as raw materials or components or sub-components of the product/prototype. Office supplies needs can be financed through other funding sources (from partners or universities). Material procurement procedures follow applicable regulations related to the procurement of goods and services by the government.

**2. Survey**

Survey activities include primary data collection from the field or respondents, and data processing can be funded in accordance with PMK Number 49 of 2023. The implementation of this survey activity must be supported by the Terms of Reference (ToR) which details all implementation needs, such as the selection of resource persons, consumption management, implementation locations, and other supporting elements.

**3. Product testing costs**

Refer to the cost component required for product testing/assessment is carried out in order to meet standards and compliance.

**4. IP Registration**

Registration of Intellectual Property (IP), such as patents, copyrights, industrial designs, brands, and others, is carried out on behalf of universities or partners in accordance with agreements agreed by both parties.

**5. Official travel expenses**

Official travel costs related to program implementation must comply with applicable official travel regulations by prioritizing the principles of efficient use of the budget and effectiveness of program implementation by referring to PMK Number 49/PMK.02/2023. The overseas service travel cost component can be proposed by the researcher in partnership with Higher Education/R & D institutions overseas. The fee is to fund the researcher's official trip to the country where the overseas Higher Education/R&D partner is domiciled in the context of engineering realization with overseas partners (excluding conference costs).

**6. Limited scale production costs**

Limited-scale production refers to products used for testing, certification, standardization and field validation. The labor costs allowed to produce products on a limited scale are for direct labor costs outside the research team or partners.

### 7. Program management

Program management costs can be allocated for the management of the Matching Fund program in universities including consumption in meetings, internal monitoring and evaluation, field monitoring, and coordination between researchers and partners. If the cost of managing the program exceeds 5%, then the excess cost must be borne by the university and/or partner.

## F ADMINISTRATIVE REQUIREMENTS AND STAGES OF PROPOSAL SUBMISSION

The proposals submission for **Thematic Innovation Product Development Cooperation (A3 Thematic)** has some administration requirements to meet:

1. English-language proposal for Overseas Collaboration Research scheme or Indonesian-language proposal for Applied Research Product Consortium scheme.
2. Attaching administrative documents as follows:
  - a. Providing statement letter / Lol / MoU / other cooperation documents with partners of Higher Education/R&D institutions that include the activities and value of matching fund contributions (both in-kind and cash);
  - b. Providing statement letter that the researcher is not currently pursuing further studies and will not change homebase to academic during the implementation of the program (attached format);
  - c. Providing Partner Profile Document of Higher Education/R&D Institution describing identity and track record relevant to the proposed topic;
  - d. Biodata/CV of the Research Team (attached format);
  - e. Letter of Appointment of the Higher Education Matching Fund Program Management Unit; and
  - f. Draft Cost Budget.

All stages of proposing **Thematic Innovation Product Development Cooperation Proposals (A3 Thematic)** are carried out through the Kedaireka system. The following are the steps when submitting a proposal:

1. Having partner universities or R&D institutions or Business and Industrial World (BIW) who will work together;
2. Uploading a Statement Letter/other cooperation document stating that the Researcher and Partner agree to carry out the Cooperation;
3. Filling out the application form for the Thematic Innovation Product Development Cooperation Program (A3 Thematic) in 2024;
4. Uploading the proposal.

## G SELECTION MECHANISM

The selection mechanism for the **Thematic Innovation Product Development Cooperation Proposal (A3 Thematic)** includes evaluating the completeness of proposal administration, the feasibility of the substance of the proposal, and the feasibility and fairness of the budget proposal. The mechanism is shown in Figure 1.

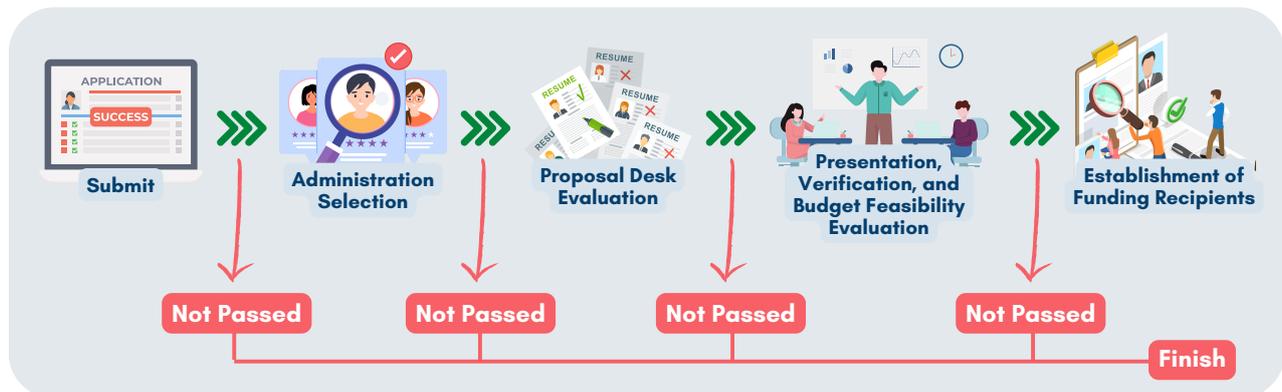


Figure 1. Selection mechanism for cooperation proposals for thematic innovation product development (Thematic A3)

## H PROPOSAL ASSESSMENT CRITERIA

The assessment criteria for the proposed **Thematic Innovation Product Development Cooperation Proposal (A3 Thematic)** year 2024 include:

### [20%] Researcher Capacity

This criterion assesses the researcher’s track record in the field that matches the proposed topic. Track record assessment for lecturers includes: publications (SINTA ID and H Index), Intellectual Property (IP), participation in research collaborations with other previous universities, and the like, that show the suitability of the track record with the proposed topic. The assessment of the researcher’s capacity also includes: initiation of the development of engineering products that answer national emerging challenges.

### [20%] Partner Capacity and Commitment (20%)

This criterion assesses the capacity of the track record of Higher Education/R&D institution partners in research and development in fields that are in accordance with the proposed topic, the role and form of partner contributions (in-kind or cash), as well as the reputation of partners in research and development activities with similar themes and recognized at the international level.

### [30%] Output and Sustainability of Cooperation

This criterion assesses the expected accuracy of cooperation outputs, and the clarity of the roadmap for developing innovation with partners. This assessment includes aspects of objectives and benefits, stages of achievement, determination of outputs for each fiscal

year, and the suitability of the methodology implemented. Also, sustainability of cooperation between Vocational Higher Education Organizing Universities (VHEOU) and partners is in the form of follow-up activities both related to proposed research and development and other forms of cooperation related to education.

### **[30%] Rationalization of Higher Education Budgets and Benefits**

This criterion assesses the relevance and alignment of the budget with the program implementation mechanism, as well as the feasibility and fairness of the budget with the activities to be carried out based on cost standards set by the Ministry of Finance of the Republic of Indonesia. It also includes funding allocations from partners and valuation of partner contributions. In addition, the usefulness of the program is also an important assessment for universities in terms of contribution to the implementation of MBKM, improving the performance of lecturers and university networks as well as the potential for increasing sources of income for universities specifically in schemes aimed at commercialization.

## **I ACTIVITY TIMELINE (TENTATIVE)**

<b>Agenda</b>	<b>Time</b>
Information Session	March 8, 2024
Proposal Acceptance	March 11 - 28, 2024
Proposal Administration Selection	1 - 3 April 2024
Proposal Review (Desk Evaluation)	6 - 18 April 2024
Announcement of Desk Evaluation Results	April 22, 2024
Proposal Presentation, Verification, and Budget Feasibility Evaluation	24 - 25 April 2024
Announcement of Funding Recipients	May 2, 2024

## CHAPTER III

# Closing

In collaboration between VEOU, resources (both human and facilities) in each university can be utilized collectively to produce product innovations aimed at improving the nation's competitiveness, as well as to increase the competence, absorption and employability of VEOU graduates. This cooperation can be realized in the form of a research consortium in order to produce innovative products. The consortium program designed is expected to accelerate the downstream policy of VEOU lecturers' research products that mitigate climate change. Universities that organize vocational education are expected to be more research oriented and dedicated to the creation of tangible products corresponds to the link and match of lecturer research activities, community needs, the business world, and / or industry.

Cooperation with overseas universities / R&D institutions is highly required today due to limited resources available in each country and rapid development of internet-based technology that makes the world borderless. The collaboration of VEOU lecturers with overseas researchers (both from universities and R&D) is expected to raise the reputation of VEOU lecturers to the international level and reinforce the achievement of KPI in universities. The dynamic development of research and community service activities have been accommodated in the technical document for the implementation of this VEOU with several adjustments. The completion of this guide is a priority for the Directorate General of Vocational Education by involving experts considering the importance of the designed program.

This guide serves as guideline for prospective researchers to prepare for the right collaboration both in international scale and fellow VEOU. This guide is also expected to be a direction for researchers to prepare high-quality proposals. The proposal submitted by the consortium team must meet the mitigation of climate change problems. Various other requirements that have also been set out in this guidebook must be fulfilled. Targeted outputs both per year and during the study period should be achieved. All requirements are applied to oversee the use of the state budget which is beneficial to the welfare of the nation and state. This guide is also a guideline for the budget users in carrying out research programs that comply good governance.

This guidebook has also been adjusted to the application of Information and Communication Technology (ICT)-based management at each stage. With an ICT-based management system, supported by clear technical documents, the Thematic Innovation Product Development Cooperation (A3 Thematic) program can be managed efficiently, transparently, and accountably.

This guide has been prepared in a structured method by considering various things, however it does not rule out the possibility that there are still imperfections. Therefore, suggestions and criticisms are highly expected for continuous improvement. Hopefully this guidebook can oversee the implementation of this thematic A3 program, so as to be able to produce outputs that can make the right and real contribution to raise the competitiveness of Indonesia at the international level.

# Attachments

## Attachment 1. Thematic Innovation Product Development Cooperation Program Proposal Format

**PROPOSAL  
KERJA SAMA PENGEMBANGAN PRODUK INOVASI TEMATIK (A3 TEMATIK)**

**JUDUL PROPOSAL USULAN  
(dalam bahasa Inggris)**



### TIM PENGUSUL:

<b>Nama Lengkap dan Gelar Ketua Tim Pengusul</b>	<b>NIDN/NIP</b>
<b>Nama Anggota Tim Pengusul</b>	<b>NIDN/NIP</b>
<b>Nama Anggota Tim Pengusul</b>	<b>NIDN/NIP</b>
<b>Nama Anggota Tim Pengusul</b>	<b>NIDN/NIP</b>
<b>Nama Anggota Tim Pengusul</b>	<b>NIDN/NIP</b>
<b>Nama Anggota Tim Pengusul</b>	<b>NIDN/NIP</b>

### NAMA PERGURUAN TINGGI

<b>Lembar Pengesahan dan Identitas</b>	<b>Tanggal Pengajuan: HH/BB/TTTT</b>
<b>Informasi Perguruan Tinggi</b>	
Nama Perguruan Tinggi Nama Rektor/Pimpinan PT Alamat Telepon genggam (WhatsApp) E-mail	..... ..... ..... ..... .....
<b>Informasi Unit yang Ditugaskan oleh PT untuk Mengelola Program</b>	
Nama Unit Pengelola Ketua unit Alamat Telepon genggam (WhatsApp) E-mail	..... ..... ..... ..... .....
<b>*Informasi Badan Penyelenggara Perguruan Tinggi (PT)</b>	
Nama badan penyelenggara PT (Khusus PTS) Ketua badan penyelenggara PT Alamat Telepon genggam (Whatsapp) E-mail	..... ..... ..... ..... .....
<b>Informasi Ketua Tim Pengusul</b>	
Nama ketua tim pengusul Bidang keahlian ketua Alamat Telepon genggam (Whatsapp) E-mail	..... ..... ..... ..... .....

Bersama ini kami menyatakan bahwa proposal yang diajukan telah melalui proses penjaminan mutu di institusi.

Ketua Tim Pengusul

<TTD>

Nama Lengkap  
NIP/NIDN.

Unit Pengelola Program Dana Padanan di Tingkat  
Perguruan Tinggi  
Ketua Unit

<TTD + Cap Perguruan Tinggi>

Nama Lengkap  
NIP.

Penanggung Jawab,  
Pimpinan Perguruan Tinggi  
Jabatan

<TTD + Cap Perguruan Tinggi>

Nama Lengkap  
NIP.

1. Identitas Rekacipta			
1.1. Nama Rekacipta	.....		
1.2. Judul Proposal	..... (dalam bahasa Inggris)		
1.3. Tematik Khusus Rekacipta atau Umum (pilih satu yang utama)	<input type="checkbox"/> Ekonomi Hijau <input type="checkbox"/> Ekonomi Digital <input type="checkbox"/> Kemandirian Kesehatan	<input type="checkbox"/> Ekonomi Biru <input type="checkbox"/> Pengembangan Pariwisata <input type="checkbox"/> Non Tematik (Umum)	
1.4. Topik	<input type="checkbox"/> Energi Baru Terbarukan <input type="checkbox"/> Biomaterial <input type="checkbox"/> Material Maju	<input type="checkbox"/> Pengembangan Baterai Listrik <input type="checkbox"/> Transisi Energi <input type="checkbox"/> Topik terkait Climate Change Lainnya <input type="checkbox"/> Topik Lainnya	
1.5. Komposisi Pengusul	<input type="checkbox"/> Perguruan Tinggi <input type="checkbox"/> PT Lain Dalam Negeri <input type="checkbox"/> PT Luar Negeri		
1.6. Kelompok Mitra (boleh pilih lebih dari satu)	<input type="checkbox"/> PT Lain Dalam Negeri <input type="checkbox"/> PT Luar Negeri <input type="checkbox"/> DUDI	<input type="checkbox"/> Lembaga Riset/Litbang DN <input type="checkbox"/> Lembaga Riset/Litbang LN	
1.7. Skema (pilih satu yang utama)	<b>Kerja sama Pengembangan Produk Inovasi Tematik (A3 Tematik):</b> <input type="checkbox"/> Konsorsium Produk Penelitian Terapan <input type="checkbox"/> Penelitian Kerja Sama Luar Negeri		
1.8. Durasi Pelaksanaan Rekacipta	... Tahun		
1.9. Dana Kemendikbudristek Usulan (Rp)	Tahun 2024:	Tahun 2025:	Tahun 2026:
1.10. Dana Mitra Tunai/In-Cash Usulan (Rp)	Tahun 2024:	Tahun 2025:	Tahun 2026:
1.11. Dana Mitra Natura/In-Kind Usulan (Rp)	Tahun 2024:	Tahun 2025:	Tahun 2026:
1.12. Jumlah Dosen yang Terlibat	XX orang		
1.13. Jumlah Mahasiswa yang Terlibat	Diploma Dua:..... Diploma Tiga:..... Diploma Empat/Sarjana Terapan:.....		Sarjana:..... Profesi:..... Magister:..... Doktor:.....

2. Mitra	
2.1. Mitra PT/Lembaga Litbang	
Nama Institusi mitra	.....
PIC (Person in Charge)	.....
Fakultas/Kepakaran	
Alamat	
Negara	.....
Telepon genggam/WhatsApp	.....
<i>E-mail</i>	.....
2.2. Mitra DUDI	
Nama mitra	.....
Fokus bisnis/bidang usaha (khusus DUDI)	.....
Alamat	.....
Telepon genggam (WhatsApp)	.....
<i>E-mail</i>	.....

## **1. Problems Formulation and The Urgency of Innovations (Not more than 1000 words) - In English**

*This section contains the background of the problem and the problem formulation of the research topic to be conducted. Describe the state of the art and previous achievements of existing research so that the urgency of the problem and the novelty of the proposed topic can be an alternative in helping to solve the problem. Explain the researchers' research roadmap from previous research to research plans for the coming year with clear milestones.*

*In this section, also explain the contribution, objectives and benefits of the proposed research in helping to overcome problems related to the research topic in accordance with the proposed scheme.*

*This section also describes the track record of overseas university partners related to the same field of research and development in the field of climate change such as new renewable energy, biomaterials, advanced materials, carbon footprint, carbon credits, Life Cycle Assessment, sustainability, energy transition, and other topics that support Indonesia's cooperation with other countries in bilateral and multilateral forums.*

## **2. Methodology and Implementation Design (Not more than 1000 words) - In English**

### **2.1. Method**

*This section describes the methods and stages of research to be conducted. The research method is equipped with a research flow chart that illustrates what has been implemented and achieved previously according to the research roadmap and the track record of the researchers' team and partners of overseas universities. In addition, it explains the plans during the proposed research period. The method must fully explain the clear stages of research, outputs, measurable achievement indicators. Also describe the details of the proposed output including technical specifications and the Level of Technology Readiness (TKT) that has been and will be achieved from the design in the form of a prototype.*

### **2.2. The Mechanism of Program Implementation and Cooperation Sustainability**

*Describe the mechanism of program implementation along with the activities to be conducted. Explain the division of duties and roles of each research team and partner of overseas universities. The contribution of overseas university partners can be explained in each activity that will be carried out together. This section also explains the sustainability of cooperation that will be carried out between Vocational Higher Education Organizing Universities and partners in the form of follow-up activities both related to proposed research and development and other forms of cooperation related to education.*

*Also describe the types of financing components sourced from programs and partners needed in each activity that can be displayed in tabular form.*

### **2.3. Outputs, Significance and Impacts**

*This section contains the targeted outputs that will be generated to solve the problem according to the scheme. The targeted output to be produced must be explained in detail, including design in the form of prototypes or products, publications in reputable international journals or intellectual*

property and contributions to the achievement of Universities Key Performance Indicators (KPI) at least 2 KPI from KPI 2, 3, 4, 5, and 6.

This section also describes the significant benefits and impacts of the resulting outcomes both on the proposing universities, partners, and the community.

### **3. Plan for Program Management in Universities (Not more than 500 words) - In English**

This section describes program management at the university level which includes organizations/management units, program management mechanisms and the use Program Management cost components, administration and finance, procurement of goods and services, internal monitoring and evaluation, management of cooperation with partners and coordination with MBKM management units/task forces. In this section, it is also necessary to explain the sustainability plan for cooperation with partners after the Matching Fund Program.

**4. Rencana Anggaran dan Jadwal Pelaksanaan**

**4.1. Rencana Anggaran yang Diperlukan**

Bagian ini memuat rencana anggaran global untuk setiap tahun usulan sesuai tabel di bawah. Pengusul yang diundang ke tahap VEKA diharuskan untuk melengkapi RAB rinci untuk tahun 2024 dengan menggunakan format baku yang telah disediakan (excel).

Komponen Pembiayaan	Besaran Dana dan Sumbernya Tahun 2024 (ribuan rupiah)			Besaran Dana dan Sumbernya Tahun 2025* (ribuan rupiah)			Besaran Dana dan Sumbernya Tahun 2026* (ribuan rupiah)		
	Mitra		PT	Mitra		PT	Mitra		PT
	Tunai	Natura		Tunai	Natura		Tunai	Natura	
A. Bahan Prototype/Bahan Habis Penelitian									
B. Survei									
C. Biaya Pengujian Produk									
D. Pendaftaran KI									
E. Biaya Perjalanan Dinas									
F. Biaya Produksi Skala Terbatas									
G. Pengelolaan Program Dana Padanan									
Jumlah									

\* Hanya bila mengusulkan tahun jamak

4.2. Jadwal Pelaksanaan Kegiatan Tahun 2024								
Aktivitas	Bulan							
	Mei	Jun	Jul	Agu	...	...	...	Des
1. Aktivitas 1								
2. Aktivitas 2								
3. Aktivitas 3								
....								

5. Luaran Rekacipta dan IKU serta Target Capaian					
5.1. Luaran dan Target Capaian					
No.	Luaran (deskripsi/spesifikasi)	Target Capaian			Aktivitas Terkait
		Tahun*	Jumlah	Status	
1.					
2.					
3.					
....					
5.2. IKU dan Target Capaian (pilih IKU yang paling relevan)					
No.	Indikator Kinerja Utama (IKU) Terkait	Target Capaian			Aktivitas Terkait
		2024	2025*	2026*	
1.					
2.					
3.					
....					

\*) Diisi jika mengusulkan tahun jamak, deskripsi luaran-antara dan targetnya dibuat sesuai tahun usulan

**6. Tim Pelaksana (Pengusul dan Mitra)**

No.	Nama	Institusi (PT, Lembaga Penelitian, Mitra)	Posisi dalam Tim	Bidang Keahlian & Uraian Tugas
1.				
2.				
3.				
....				

**7. Profil Tim Pengusul (Maksimal 3 Halaman)**

*Pada bagian ini disampaikan deskripsi singkat mengenai kepakaran ketua dan anggota tim pengusul yang relevan dengan rekacipta yang diusulkan atau permasalahan yang akan diselesaikan. Jika pengusul pernah mendapatkan pendanaan dari Program Dana Padanan atau pendanaan penelitian dari Direktorat Akademik Pendidikan Tinggi Vokasi Direktorat Jenderal Pendidikan Vokasi atau sumber pendanaan lain yang telah menghasilkan produk rekacipta dengan Tingkat Kesiapan Teknologi (TKT) minimal level 7, berikan deskripsi topik/judul rekacipta yang dihasilkan dan statusnya saat ini.*

*Rekam jejak unit kerja pengusul dalam menjalin kerjasama juga perlu disampaikan pada bagian ini. Biodata/CV peneliti dilampirkan menggunakan format terlampir. Sampaikan pula link-link dokumen portfolio tim pengusul (Sinta, Google, Scopus atau Orcid)*

**8. Profil Mitra (Maksimal 2 Halaman)**

*Bagian ini menjelaskan profil mitra (portfolio) yang relevan dengan rekacipta yang diusulkan sesuai dengan skema yang dipilih. Mitra PT/Lembaga Litbang mendeskripsikan identitas dan rekam jejak yang relevan dengan topik yang diusulkan.*

*Profil mitra dilampirkan menggunakan format terlampir.*

**9. Surat Pernyataan Pimpinan PT untuk Menugaskan Unit Pengelola Program Dana Padanan serta Melakukan Proses Monitoring dan Evaluasi Internal**

*Dapat berupa Surat Keputusan atau Surat Tugas*

**10. Surat Pernyataan Ketua Tim Pengusul: Tidak Sedang Sekolah Lanjut, Tidak Akan Pindah Homebase ke Akademik, dan Tidak Sedang Mendapatkan Pendanaan Dari Sumber Lain untuk Judul Yang Diusulkan.**

- *Ketua Tim Pengusul Wajib Membuat Seluruh Surat Pernyataan dan Menandatangani di atas meterai.*
- *Gunakan format yang telah disediakan*

### **11. Surat pernyataan/Lol/MoU/dokumen kerjasama lainnya bersama mitra PT/Lembaga Litbang**

- *Pengusul dan mitra PT/Lembaga Litbang Luar Negeri wajib membuat surat berbahasa inggris dan ditandatangani kedua belah pihak*
- *Dalam surat diharuskan mencantumkan aktivitas-aktivitas dan nilai kontribusi yang akan dilaksanakan sebagai kontribusi dana padanan baik natura maupun tunai.*

### **12. Rancangan Anggaran Biaya (RAB)**

*Mengikuti format RAB*

### **13. Lampiran-lampiran**

## **Attachment 2. Link for Attachment Formats Needed in Submitting Proposals**

Various attachment formats needed in submitting proposals can be accessed via the link:  
<http://ringkas.kemdikbud.go.id/A3Tematik>



Technical Guidance  
**Cooperation On Thematic  
Innovation Product Development**  
(A3 Thematic)



**Directorate of Academic Vocational Higher Education**

Gedung D Lantai 4

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