Text

Description automatically generated

Research Grant Application Form

[Project Title]

[Principal Investigator]

(1) Basic Information

1. Principal Investigator (*PT*)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Full Name: | |  | | | | | |
| Current Position: | | |  | | | | |
| Faculty: |  | | | | Branch: |  | |
| Field of Specialization: | | | |  | | | |
| E-mail: |  | | | | Telephone: | |  |

1. Other Investigators (*if applicable*)

| S/N | Full Name | Current Position | Faculty - Branch | Email |
| --- | --- | --- | --- | --- |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

|  |  |
| --- | --- |
| 1. Subject/Research Areas: |  |

1. Title & Summary of the Research Proposal

Title:

|  |
| --- |
|  |

Summary:

1. Keywords and Background

|  |
| --- |
|  |

1. Abstract

|  |
| --- |
|  |

1. Introduction (*Literature Review + Relative References*)

|  |
| --- |
|  |

1. Motivation and Aim

|  |
| --- |
|  |

1. Significance

|  |
| --- |
|  |

1. Methodology

|  |
| --- |
|  |

1. Relation between research and principal investigator’s field of specialization

|  |
| --- |
|  |

1. Implementation (*General Plan + Project Management + Timetable*)

|  |
| --- |
|  |

| Stages | Description | Expected Time (months) |
| --- | --- | --- |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |

1. Expected Research Outcome

|  |
| --- |
|  |

1. AOU Suggested Reviewer (*at least 3; 1 local branch : 2 other branch*)

| S/N | Full Name | Current Position | Faculty - Branch | Email |
| --- | --- | --- | --- | --- |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

1. Total Approximate Cost of the Research Project (*US Dollar*)

|  |  |
| --- | --- |
| In numbers |  |
| In letters |  |

1. Duration of the Research Project:

|  |  |
| --- | --- |
| In months |  |

1. Full / Partial External Funding (*if applicable*)

|  |  |  |  |
| --- | --- | --- | --- |
| Amount (*US Dollar*): | |  | |
| Agency / Institute: |  | | |
| Contact Address: |  | | |
| Any Funding Conditions (*if applicable*): | | |  |

**(2) Project Budget**

*(for any clarifications, revise the rules and regulation for research grants)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Project Title: | |  | | |
| *(provide a separate detailed list, if applicable)* | | | | |
| Description | | | | Justification | Project Total ($) | |
| Capital Costs | | 1. Tools and equipment | |  |  | |
| 1. Materials and Supplies | |  |  | |
| 1. Other (describe) | |  |  | |
| Total Capital Costs (A) | | | |  | | |
| Operating Costs | | 1. Computer Services | |  |  | |
| 1. Printing Costs | |  |  | |
| 1. Other (describe) | |  |  | |
| Total Operating Costs (B) | | | |  | | |
| Manpower (C) | | | |  |  | |
| *Grand Total Project Costs (A + B + C)* | | | |  | | |

As per rules and regulation for research grants, article (14): General Rules:

“*Obligations and disbursements should be confirmed by receipts or other appropriate documents approved by the AOU Financial Regulations*.”

I hereby certify that the above information is correct and complete; I will retain all original receipts to deliver with the final report once the research is finalized and published. I am responsible for compliance with all applicable administrative processes; completing tasks within the set time frame, submitting progress reports every 6 months and the final report along with receipts of expenses.

|  |  |  |
| --- | --- | --- |
| P1 Signature: | |  |
| Date: |  | |

(3) Brief Curriculum Vitae

Note: Maximum two pages per person

|  |  |
| --- | --- |
| Name: |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Education: | |  | | | |  | |
|  | Ph.D. degree | |  | | | |
|  | Master’s degree | | |  | | |
|  | Bachelor’s degree | | | |  | |

|  |  |  |
| --- | --- | --- |
| Position(s): | | |
|  | Current: | |  |
|  | Previous: | |  |
|  | Other: |  | |

|  |  |
| --- | --- |
| Main Research Interest(s): | |
|  | |
|  | |
|  | |

|  |  |
| --- | --- |
| Recent Relevant Publications (*maximum five*): | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |

(4) Comments / Approval – Branch Director / Dean

The comments of the concerned Dean are required for discipline – based research. For institutional research, which deals with learning and organizational subject, the comments of the concerned Head of the Branch Research & Development Committee (BR&DC**)** are required**.**

Institutional research proposal submitted by a faculty member stationed at the AOU’s headquarters are submitted directly to the Director of Research & Development who shall submit it to the central Research & Development Committee (CR&DC).

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: | | |  | | |
| Position: |  | | | | |
| Dean | | | Branch Director (Head of BR&DC) | | |
| Signature: | |  | | Date: |  |

(5) Final Approval

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: | | |  | | |
| Position: |  | | | | |
| Dean | | | Branch Director (Head of BR&DC) | | |
| Signature: | |  | | Date: |  |