**SENATE RESEARCH COMMITTEE CAPITAL GRANTS**

**GRANT APPLICATION – YEAR 2018**

***Notes:***

***1. Those applying for these grants MUST be confident of answering Sections* A.8.5, A.11 & C.6(iii) *positively.***

***2. In particular, the referees should be convinced that the research will result in internationally indexed journal publications that are likely to be cited.***

***3. Those applying for these grants MUST provide accurate information for Section D.1, inclusive of a quotation, by the application closing date***

***4. Younger staff (those below grade of Professor) but with good track records will get higher priority***

***5. Those with large unspent grant balances or incomplete projects will get lower priority***

***6. Requests above Rs 4 million will generally not be entertained***

**A. PROPOSAL OVERVIEW**

A.1. Title of Project:

A.2. Abbreviated (running) title: *Not more than six words*.

A.3. Key words: *From broad to specific*.

A.4. Duration: *Not less than 1 year and not more than 3 years*. *State in months.*

A.5. Planned starting date (any time in 2018):

A.6. Grant type: Research project only / Research project with research students

A.7. Number of PhD/ MPhil/ MSc projects, if any, to be funded by the proposed grant:

A.8. Principal Investigator [P.I.]: *Refers to an academic with a permanent post,* ***at or above Lecturer (Transtionary) or Senior Lecturer (Grade II)****; does NOT refer to student(s)*

A.8.1. Name: *Underline surname; give title, if any*.

 Age (Years):

 Tel. No.: Home Office: Mobile:

 Email:

 Home Address:

A.8.2. Department:

Present position/designation:

 A.8.3. Highest academic qualification and year obtained:

 A.8.4. Field of specialization

**A.8.5. List 5 key publications in refereed journals you have authored during the last 10 years**

A.8.6. List the names of postgraduate research students (MSc / MPhil / PhD) supervised by you during the last 10 years: Indicate the postgraduate degree & date of successful completion; else whether the project is continuing

A.8.7. List of major research grants (over Rs 2 million) received by you during the last 10 years. Project title, amount and funding source.

A.8.8. Are you due for sabbatical/overseas leave during the period of this grant? If so give details, stating whether you will take such leave and how this will affect the research project.

A.9. Names of Co-investigator(s) (if any): *Please fill Supplementary Form A for each co-investigator*

A.10. Research partners and/or relevant contacts you have established (relevant to the proposed project). Give names, organizations and specialization.

**A.11. List the peer reviewed indexed journals (impact factor > 1.0) that you envisage publishing this proposed work in? How many such papers be generated?**

 ***[Applicable indexes are only Scopus, SCIE, AHCI, SSCI and ESCI ; also the top 20 peer reviewed sources (journals & conferences) in sub-categories of Google Scholar Metrics.]***

A.12. What institutions (whether public or private) will be able to meaningfully implement the findings of this research project?

A.13. Give the name & contact details (esp. email address) of ONE & only ONE potential reviewer (outside the university):

A.14. Summary of financial support requested: *In SL Rs, inclusive of all taxes. Details to be given in Section D.*

 2018 2019 2020 2021 Total

 A.14.1. Major Equipment:

 A.14.2. Minor Equipment:

 A.14.3. Consumables:

 A.14.4. Local travel:

 A.14.5. Stipends:

 A.14.6. Publications:

 A.14.7. TOTAL

 **[Requests above Rs 4 million will generally not be entertained due to a limited total budget]**

 **[Please plan to purchase major equipment in the first calendar year of the grant]**

**B. ADMINISTRATIVE INFORMATION**

B.1. Has this or a similar proposal been accepted / submitted in the recent past (or is in the course of implementation) by any other funding agency, national or foreign, for financial support given to the Principal or other Investigator of the present grant application? If so, give the following details:

 B.1.1. Name of Investigator(s):

 B.1.2. Full title of project:

 B.1.3. Whether only submitted OR already accepted

B.1.3. Duration: *Include start and finish dates*

B.1.4. Financial support:

B.1.5. Funding agency:

B.2. Declaration by applicant (i.e. Principal Investigator):

I hereby declare that all information provided is accurate to the best of my knowledge.

Signature of Principal Investigator & Date:

B.3. Declaration of the Head of Department & Dean:

I hereby assure that the Principal Investigator of the present proposal will be assured of infrastructural support in human and material resources enjoyed at the inception of the project and guaranteed to be sustained for the whole duration of the latter.

The level of support that will be committed to this project will be very high /significant /adequate ***(choose one)***

Name & Department of Head

Signature & Date:

B.4. Recommendation of Dean

This project is recommended/not recommended for consideration for funding *(choose one)*

Reasons (if any):

Name & Faculty of Dean

Signature & Date:

**C: SCIENTIFIC INFORMATION**

C.1. Present state of knowledge in the field of the proposed research, including references: *Give the current status of research in the field and a description of scientific questions based on an overview at national and international level, backed by key bibliographical references.*

*What position does the present research proposal as a whole have in the current framework of international research?*

*[Around 500 words, excluding references]*

C.2. Define the problem(s) that your research seeks to address:

C.3. State your scientific hypothesis or research question.

C.4. Define the specific objective(s) of the proposed research.

C.5. Describe your experience and outputs in relation to the proposed research:

C.6. Significance of the proposed research.

 (i) *Can the submitted research be expected to break new ground in your field?*

*(ii) What innovative approaches does the proposal offer?*

***(iii) What is the likelihood this research being published and cited in the international scientific literature?***

*(iv)What possible benefits could be derived from the findings of this research?*

 *[Around 300 words]*

C.7. National Relevance of the proposed research: *Link this to Sections A.12 and C.12*

C.8. Detailed description - Clearly indicate (a) Research design and data analysis and (b) Methodologies:

C.9. Is there any work to be outsourced to commercial entities? *Yes/No*

 If Yes provide details

C.10. Action plan of the proposed research:

*Give a chronology of all projected operations with time estimation in months.*

**C.11. State the expected outputs (deliverables) of the project. Demonstrate a link between the objectives in Section C.4 above and the outputs. Outputs should be verifiable and/or measurable: *Make sure easily measurable ones such as number of journal papers and number of successful research degrees are indicated.***

C.12. State the outcomes of the project. i.e. the impact of the research results will have on the wider scientific community and/or society. If possible, link each outcome to an implementing agency referred to in Section A.12.

C.13. Indicate the possible ways you could give publicity to the results of your research (apart from technical publications), taking into account the nature of the project and the people it would interest.

C.14. Indicate equipment already available in the Department or university that will be employed for this research:

*A list of existing equipment in your Department will signal to the SRC that the main purpose of your application is to perform the research rather than merely to acquire new equipment.*

**D. FINANCIAL INFORMATION**

D.1. Major Equipment (> Rs 250,000/=)

For each piece of major equipment, create a separate section D.1.1, D.1.2 etc and describe in detail:

* Scientific justification of the need for this equipment to successfully implement this particular project (e.g. Is such equipment available elsewhere in the university? Can the testing be outsourced for a cheaper price?)
* Critical specifications of the equipment.
* What will be its utility when the project is terminated?
* Evidence of competence on the part of a Principal or other Investigator in the use and upkeep of this equipment; Is there a Sri Lankan agent for the equipment and how long has the agent been operating?
* **Quotations from suppliers**

**(Please note that quotations from overseas suppliers should include cost, insurance & freight; also that an allowance of 20% over and above the CIF value should be reserved from the total grant amount for taxes; also please allow for currency fluctuations)**

* Total cost should be given in SL Rs./= (including taxes, transport, insurance, delivery charges, maintenance contracts etc.).

D.2. Minor Equipment (< Rs 250,000/=)

List and price the minor equipment required for the research.

[Computers will generally not be allowed, unless a very specific justification is made]

D.3. Consumables

List and price all breakables and consumables

D.4. Travelling Expenses

List and justify travelling plan and expenses (see Annexe 1)

D.5. Stipends

Calculate total stipend requirement for research personnel, based on envisaged durations (see Annexe 1 for 2018 rates); **research student/scholar inputs should generally not exceed 36 person months.**

D.6. Publications

See Annexe 1 for details and amounts

Signature of Principal Investigator

Date:

**SUPPLEMENTARY FORM A** (to be filled separately for each co-investigator)

1. Name: *Underline surname; give title, if any*.

 Age (Years):

 Tel. No.: Home Office: Mobile:

 Email:

 Home Address:

2. Department & Institution:

Present position/designation:

3. Highest academic qualification and year obtained:

4. Field of specialization

5. List 5 key publications in refereed journals you have authored during the last 10 years

6. List the names of postgraduate research students (MSc / MPhil / PhD) supervised by you during the last 10 years: Indicate the postgraduate degree & date of successful completion; else whether the project is continuing

7. List of major grants (over Rs 2 million) received by you during the last 10 years. Project title, amount and funding source.

8. Are you due for sabbatical/overseas leave during the next 3 years; if so give details, stating whether you will take such leave and how this will affect the research project.

Signature of Co-Investigator

Date

**ANNEXE 1**

**Table 1 – Features of SRC research grants**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type** | **Duration** | **Max. value** | **Approval process** | **Key Deliverables** |
| **Short term1** | 6 months | Rs 300,000 | Vetted by SRC chair | Research thesis or refereed paper or report |
| **Long term**(Capital equipment up to Rs 250,000) | 1 year2 years3 years | Rs 1,500,000Rs 2,000,000Rs 2,500,000 | Evaluated by SRC member or nominee with some subject expertise | Refereed journal or conference paper - (preferably) indexed in Scopus; or in other acceptable indexes2 or databases3 |
| **Capital Intensive** | 2-3 years | Rs 4,000,000 | Two external reviewers |  Refereed paper with JIF>0.5 (preferably 1.0) in Scopus indexed journals; or in other acceptable indexes1 or databases2 |

1. These short term grants can be applied for throughout the year. All other grants can be applied for only when called (deadline on Thu 30th Nov 2017).
2. Defined as Web of Science core indexes, i.e. SCIE, SSCI, AHCI and ESCI
3. Defined as journal or conference papers in top 20 sources in predefined sub-categories of Google Scholar Metrics. (Note JIF of 1.0 = h5 index of 12)

Note: Only 4 grants in total can be held by an applicant (as PI) at a time; out of these

Only 2 can be “longer term” grants (Capital, National Development, Long term); of which

Only 1 can be a Capital (or National Development) grant.

(An extra grant can be **applied for** at the call but will be **awarded** only when the above is satisfied)

**Table 2 - Monthly stipends that can be paid**

|  |  |  |
| --- | --- | --- |
| **Category** | **Qualification** | **Monthly allowance** |
| Research scholar(full time) | With PhD qualification | up to Rs. 90,000/= |
| With MPhil qualification | up to Rs. 80,000/= |
| With MSc qualification | up to Rs. 70,000/= |
| Research student(full time) | With a class for the first degree | up to Rs. 60,000/= |
| Without a class for the first degree | up to Rs. 50,000/= |
| Technical assistants(full time) |  | up to Rs.20,000/= |

**Financial Assistance** for International Conference Registration Fees and for Publishing Papers (e.g. Open Access) in International Indexed Journals under Regular SRC Grants (Medium Term and Long Term), Capital Intensive Grants and National Development Grants can be applied for up to **Rs 200,000/= per grant**. Terms and conditions apply.

**Limits on (Local) Travel Expenditure (per grant)**

 Capital Grants Rs 40,000/=

 National Development Grants Rs 40,000/=

 Long & Medium Term Grants Rs 40,000/=

Short Term Grants Rs.20,000/=

**ANNEXE 2 – Draft Referee Evaluation Form** *(for guidance in preparing proposal)*

**A. Evaluation**

1. Rate the originality of the proposal (See especially Sections A.11, C.2, C.3, C.4, C.6, C.11)

 1 – Excellent 2 – Good 3 – Fair 4 – Poor

 Comments: …………………………………………………………

2. Rate the scientific merit of the proposal (See especially Sections C.1, C.6, C.8, C.11)

 1 – Excellent 2 – Good 3 – Fair 4 – Poor

 Comments: …………………………………………………………

3. Rate the national relevance of the proposal (See especially Sections A.12, C.7, C.12)

 1 – Excellent 2 – Good 3 – Fair 4 – Poor

 Comments: …………………………………………………………

4. Rate the competence of the research team (See especially Sections A.8, A.11, C.5 and Supplementary Forms A)

 1 – Excellent 2 – Good 3 – Fair 4 – Poor

 Comments: …………………………………………………………

5. Rate the chance of success of the project (See especially Sections B, C.8, C.10, C.11, C.12)

 1 – Excellent 2 – Good 3 – Fair 4 – Poor

 Comments: …………………………………………………………

6. Rate the value for money of the project (See especially Sections C.11, C.12, Section D)

 1 – Excellent 2 – Good 3 – Fair 4 – Poor

 Comments: …………………………………………………………

**B. Decision**

Indicate your recommendation regarding the project. Note that these grants are targeted at achieving scientific excellence, reflected in publications in international journals and ensuing citations. **(Pay special attention to Sections A.8.5, A.11, C.6(iii), C.11 & D.1)**

**1** – Recommend strongly; very significant research **2** – Recommended if funds are available

**3** – Resubmit next year after improving application **4** – Decline

Justification:: …………………………………………………………...

Suggestions for improvement (including budget reductions): ……………………………

Name of the Evaluator: …………………………………………………..

Signature: ………………………………………………….