

**BRIEFING FOR
UTMSPACE-UTM RESEARCH
GRANT:
EXPERTISE REINFORCEMENT
FUND (ERF2020)**

DR SITI MUNIRA JAMIL,
MANAGER,
RESEARCH MANAGEMENT UNIT,
SPACE



About me!

- Express MARA-UTM
- B.Eng (UTM)
- M.Eng (UTM)
- PhD (UTM)



2003	2003	2007	2008	2011	2013	2017	2018	2019
Enrolled Express MARA-UTM	Enrolled B.Eng, UTM	Completed Bachelor of Chem. Eng in UTM	Registered as Master student in Chem Eng.	Completed Master. (Work at Private School 2011-2012)	Enrolled PhD in UTM.	Completed PhD. Promoted to Post-Doctoral Researcher	Completed Post-Doctoral	Promoted to Senior Lecturer, UTMSpace

CONTENT

Introduction

Application
Requirements

Quantum of
Funding

Research
Output

Grant
Application
Process

Assessment and
Scoring

Project
Implementation
and Monitoring

1. INTRODUCTION

UTMSPACE is gearing towards the **goal** of becoming an **International Centre of Excellence in Lifelong Learning**.

Rapid and dynamic changes within the organization in conjunction with the **growing number of academic staff** are reasons to implement a research agenda.

In general, **research** is an important **tool** for professionals and academics to **facilitate learning**, in addition to **building and improving knowledge**.

The **academe** needs to actively engage and commit to it in order to **develop career competencies** besides **fulfilling their key performance indicator (KPI)**.



The management and executive staff could utilize research as a **tool to comprehend various issues, find-measure-seize opportunities, and share valuable information** as means to achieve **quality improvement and working experiences enrichment**.



In 2018, the **Research Management Unit** has been established under the BPKA, with the **mission of developing, evaluating, and promoting research initiatives to elevate UTMSPACE as the Centre of International Excellence in Lifelong Learning**.



It is the Research Management Unit's **first initiative to instill proper research management and support UTMSPACE staff in conducting research activities**.



In October 2019, the organizational structure of UTMSPACE was change, **Research Management Unit (UPP) became one unit under SPACE**.



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

School of
Professional and
Continuing
Education
(SPACE)

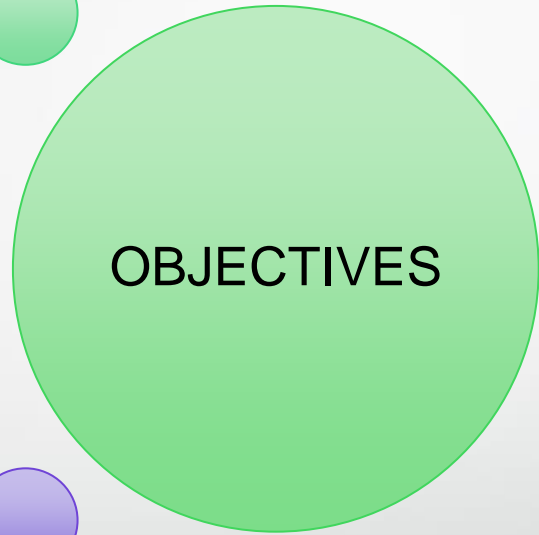
Opening of
UTMSPACE RESEARCH GRANT

Expertise Reinforcement Fund
(ERF 2020)

OPEN FOR APPLICATION:
21 SEPTEMBER 2020 - 22 OCTOBER 2020

**Principal investigator can be any permanent or contract academic staff
appointed by UTM but service in UTMSPACE*

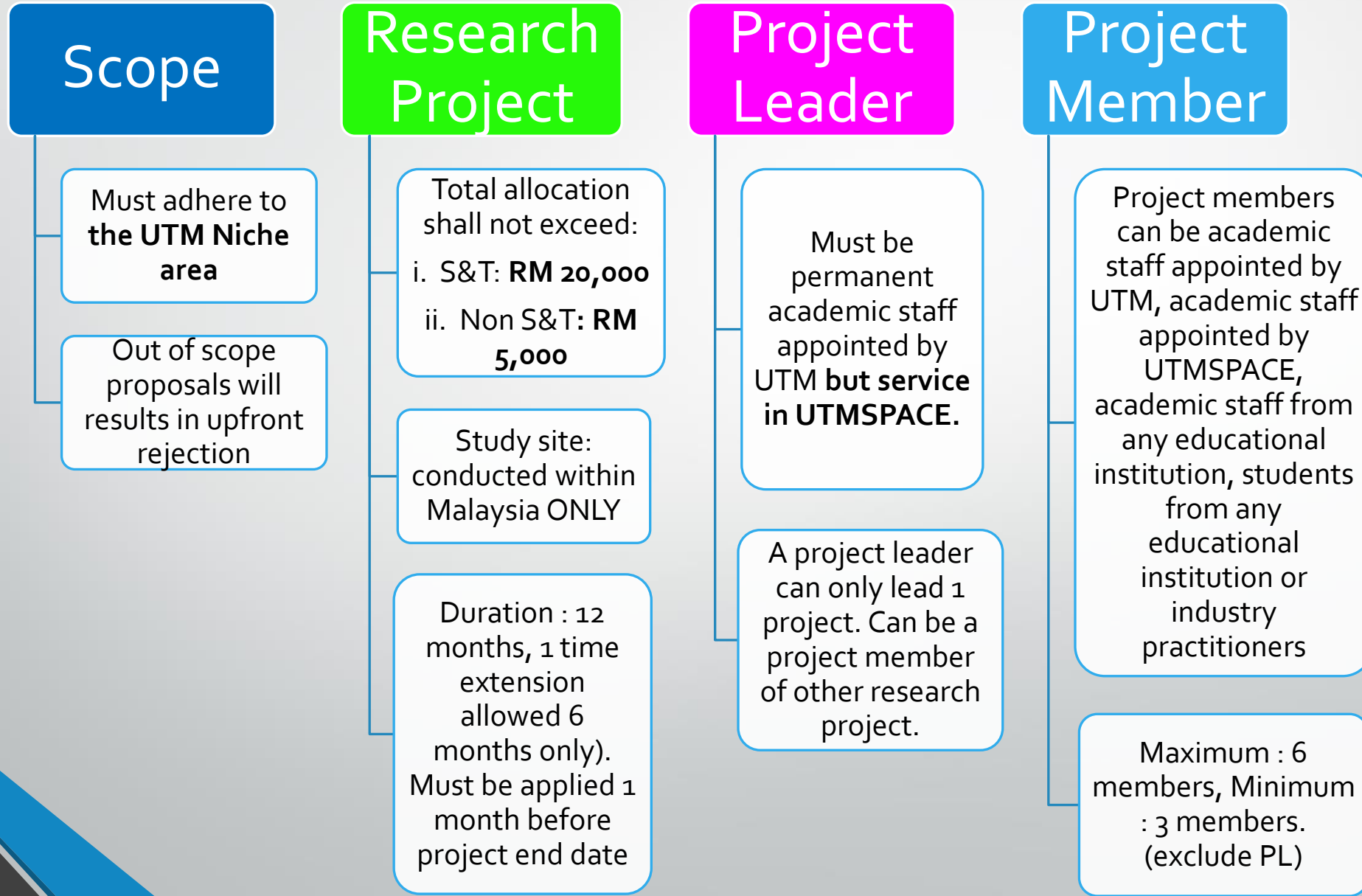
**Assist in improving
research performance
among academic staff.**



**Contribute to MyRA
scores.**



2. APPLICATION REQUIREMENTS



UTM NICHE AREA

NICHE AREA	RESEARCH ALLIANCE
Advancement in Materials Engineering	Frontier Material
Advanced Filtration Technology	Frontier Material
Smart Manufacturing & Automation	Frontier Material
Bioproduct & Biomanufacturing	Health & Wellness
Bioenergy & Environmental	Health & Wellness
Medical devices & Health Informatics	Health & Wellness
Sustainable & Resilient Urbanisation	Innovative Engineering
Next Generation Networks And Systems	Innovative Engineering
Smart Mobility	Innovative Engineering
Water & Wastewater	Resource Sustainability
Energy	Resource Sustainability
Resource Recovery	Resource Sustainability
Sustainable Practices	Resource Sustainability
Ecosystem Services	Resource Sustainability
Climate Change	Resource Sustainability
Education	Smart Digital Community
Social Economic & Wellbeing	Smart Digital Community

3. QUANTUM OF FUNDING

VOTE 11000 – WAGES & ALLOWANCE

- any appointed **research officer, assistant research officer, or research assistant** directly associated with the research project.
- Appointment of RO, ARO or RA is open to **Malaysian citizen ONLY**

VOTE 21000 – TRAVEL AND TRANSPORTATION

- **Total expenses for this V-series** must not exceed a **ceiling of 40 %** from the total approved project allocation.
- **Attending conferences and other activities other than field work** is **capped at 20 %** from the total approved project allocation.
- **trips and domestic transportation** due to **research activities**
- **must first obtain approval**

VOTE 24000 – RENTAL

- **allowable for buildings, utilities, transportation, and other items directly connected with the research project only.**

VOTE 27000 – SUPPLY AND RESEARCH MATERIALS

- Only expenses for **supply, materials, and consumables related to the research project** are allowed

VOTE 28000 – MINOR REPAIR AND MODIFICATIONS

- minor repair and modifications for buildings, laboratories, instruments, devices, or other items related to the research project are allowed.
- Costs for maintenance of existing instruments or devices during the research project are allowed.
- Upon completion, the costs of maintenance shall not be continually borne by this grant.

VOTE 29000 – PROFESSIONAL SERVICES

- other services such as printing, hospitality, honorarium, professional services, consultancy, computer usage, data processing, proofreading, and other services related to the research project.

VOTE 35000 – ACCESSORIES AND EQUIPMENT

- The amount requested shall not exceed a **ceiling of 40 %** of the total approved project allocation.
- only permits **purchase of special equipment and accessories** (includes upgrading of existing equipment capabilities) which are related to the research project.
- <RM3000 : Inventories
- >RM3001 : Assets
- **must submit justification letter and adhere to inventory or asset purchase guidelines** for Institute of Higher Education.
- **Use of research grants for management or administration charges is not permitted.**

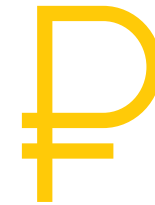
4. RESEARCH OUTPUT



One (1) Indexed Journal
(Scopus or Web of
Science)

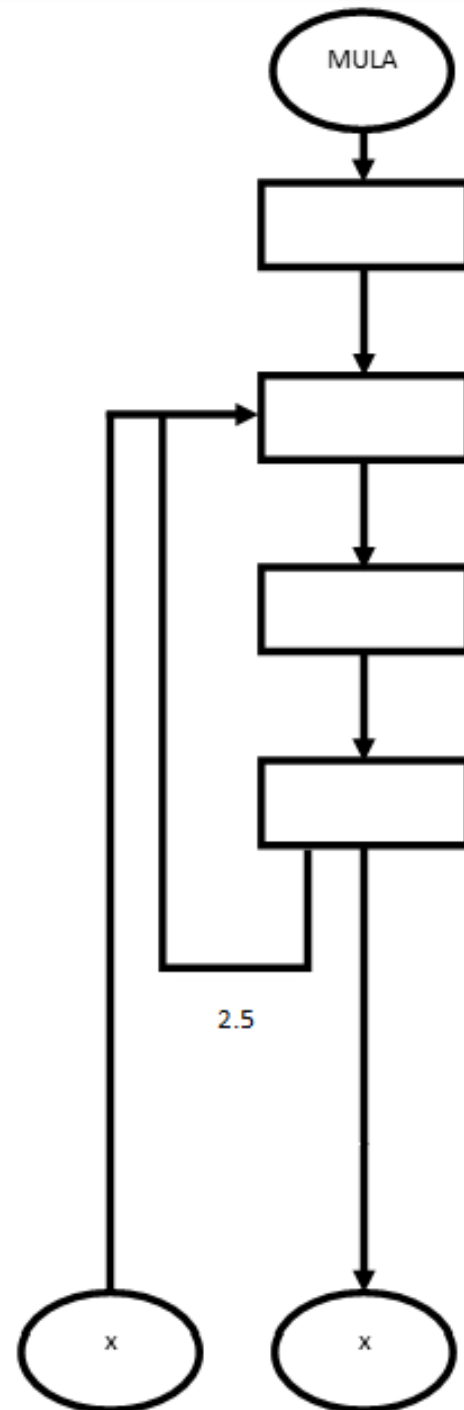


Authors of the
publications are among
the project leaders and
project members.

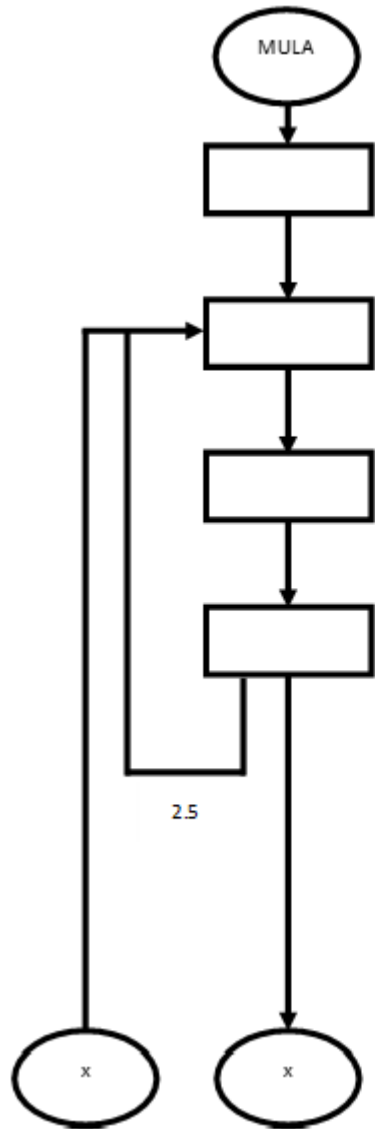


**Acknowledgement to the
Expertise Reinforcement Fund
and UTMSPACE must be stated
in each publication.**

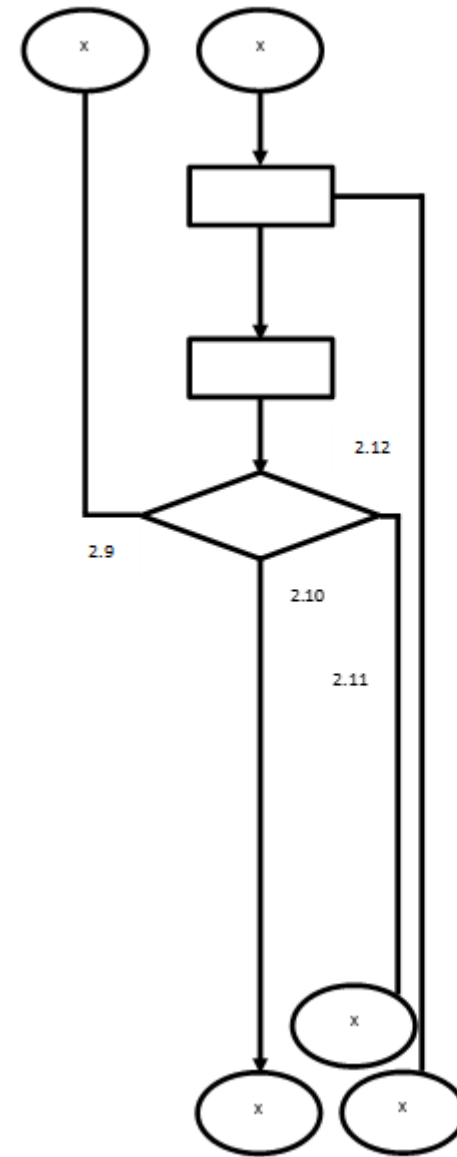
5. GRANT APPLICATION PROCESS



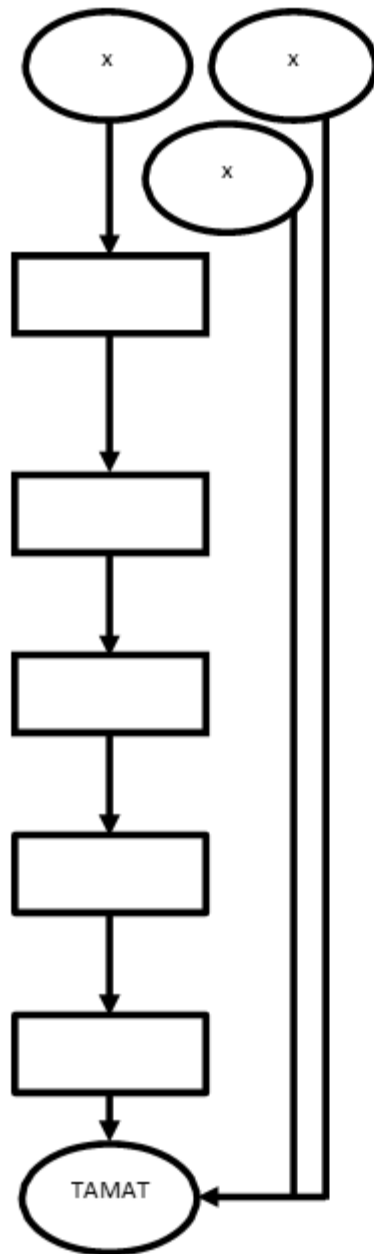
- 2.1 Hebahan dibuat melalui pengumuman peluang pembiayaan penyelidikan (Funding Opportunity Announcement – FOA)
- 2.2 Kertas kerja dikemukakan kepada UPP UTMSPACE dalam bentuk salinan lembut atau salinan cetak
- 2.3 Salinan cetak dihasilkan bagi kertas kerja yang dikemukakan dalam bentuk salinan lembut
- 2.4 Kertas kerja dan dokumen yang dikemukakan disemak oleh UPP UTMSPACE bagi memastikan kelengkapan
- 2.5 Ketua projek akan dimaklumkan sekiranya kertas kerja atau dokumen tidak lengkap. Permohonan adalah terbatal jika ketua projek gagal mengemukakan dokumen dalam masa seminggu selepas makluman diberikan



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- 2.6 Pengesahan terhadap kertas kerja dilakukan dalam MSA (peringkat UTMSPACE) berkenaan tajuk, skop, objektif, kesesuaian bidang, dan peruntukan yang dipohon
- 2.7 Kertas kerja disarankan oleh TP(PKA), SPACE
- 2.8 Ketua projek membentangkan kertas kerja di Sesi Pembentangan dan penilaian dilakukan oleh panel yang terdiri daripada pakar dalam bidang berkaitan
- 2.9 Ketua projek lakukan pindaan dan kemukakan semula kertas kerja (utama – 5 hari bekerja; kecil – 3 hari bekerja)
- 2.10 Disarankan untuk kelulusan oleh pengurusan UTMSPACE
- 2.11 Kertas kerja ditolak, UPP UTMSPACE maklumkan ketua projek secara bertulis
- 2.12 Kertas kerja ditolak semasa MSA (peringkat UTMSPACE) (penolakan terdahulu), UPP UTMSPACE maklumkan ketua projek secara bertulis



2.13 Kertas kerja kelulusan disediakan oleh UPP UTMSPACE bagi meluluskan kertas kerja permohonan dana oleh Pengarah Urusan dan Ketua Pegawai Eksekutif dalam MJP UTMSPACE

2.14 Surat Penawaran (Letter of Award – LoA) dikeluarkan kepada ketua projek

2.15 Borang Penerimaan Projek (Project Acceptance Slip – PAS) ditandatangani oleh ketua projek dan dikembalikan kepada UPP UTMSPACE

2.16 Maklumat penerima geran penyelidikan dikemukakan kepada RMC UTM

2.17 Kemasukan data projek penyelidikan termasuk butiran ketua projek dan ahli projek (lantikan UTM) ke sistem atas talian RADIS

6. ASSESSMENT AND SCORING

The assessment process will be carried out by Unit Pengurusan Penyelidikan (UPP) UTMSPACE.



The researcher must ensure only high-quality proposals and meet the requirements.

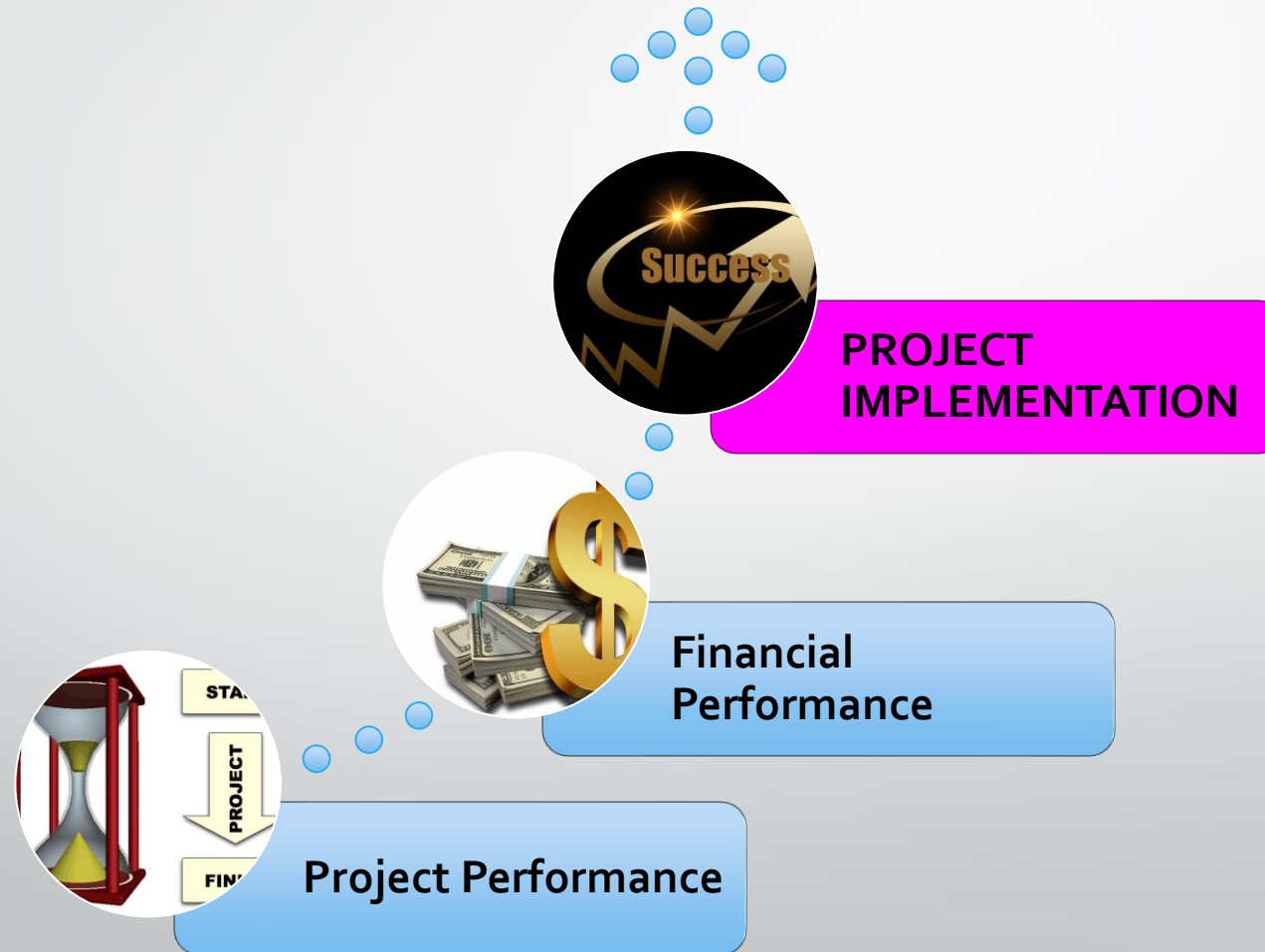


Selected proposals will be approved in the Research Proposal Assessment Panel Meeting (UTMSPACE)



The assessors will make recommendations to UTMSPACE who will then be deciding and approving the research project.

7. PROJECT IMPLEMENTATION AND MONITORING



PROJECT MONITORING

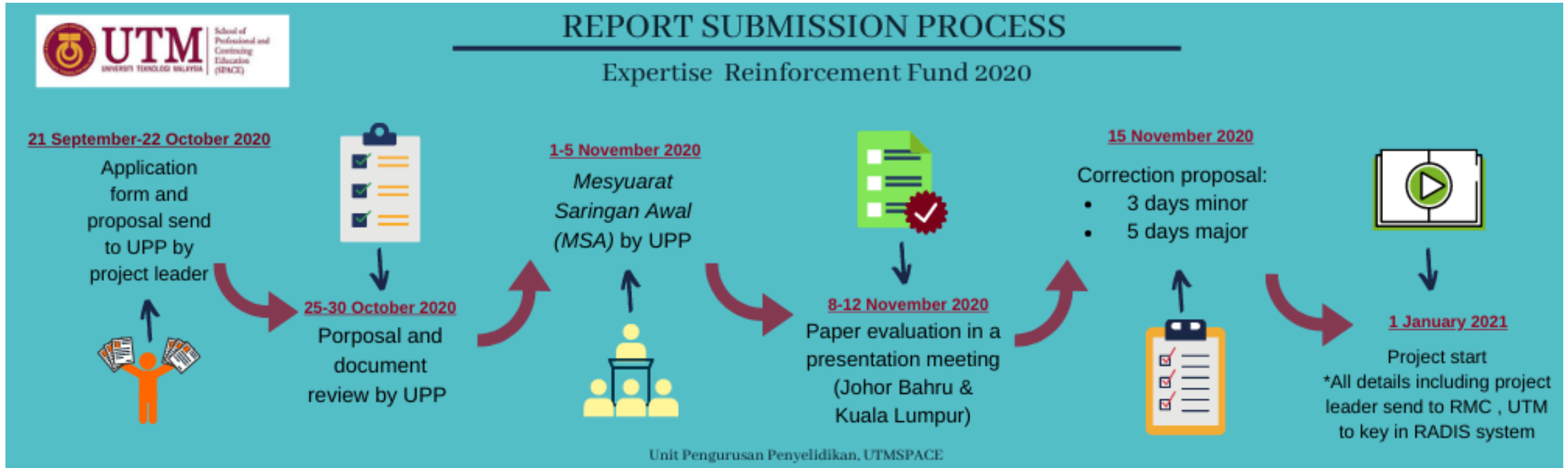
The monitoring process will be carried out :

3-month monitoring – Manually via progress form

6-month monitoring (June / December) - Project Leader needs to submit Progress Report through RADIS system

Disbursement	Milestone	Financial
6 months	50%	75% of the 1 st disbursed amount

ERF 2020 TIMELINE



Thank you



For enquiries / suggestions:
research@utmpace.edu.my

Alternatively, contact:
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