



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

School of
Professional and
Continuing
Education
(SPACE)

UTMSpace RESEARCH GRANT:
POTENTIAL DEVELOPMENT FUND
GRANT APPLICATION FORM
SP-PDF/_ _ _ _/

Title of Research Proposal

A) RESEARCHER PROFILE

| | | | |
|------------------------------|---|----------------------|---|
| Name of Project Leader | : | (For UTM Staff) | : |
| Identity Card / Passport No. | : | Staff No. | : |
| Staff No. | : | Email Address | : |
| Type of Service | : | Staff Classification | : |
| Position | : | RG / RC / COE | : |
| Centre / Division / Unit | : | Research Alliance | : |
| Email Address | : | | |
| Tel. No. (HP) | : | | |
| Tel. No. (O) | : | | |

B) PROJECT INFORMATION

| | | | |
|----------------|---|----------|---|
| Start Date | : | End Date | : |
| Duration | : | | |
| Key Focus Area | : | | |

FIELD OF RESEARCH*

| | |
|-----------------|---|
| FOR Category | : |
| FOR Group | : |
| FOR Code & Area | : |

SOCIO-ECONOMIC OBJECTIVE*

| | |
|-----------------|---|
| SEO Category | : |
| SEO Group | : |
| SEO Code & Area | : |

* Refer to the Malaysian Research and Development Classification System, 7th Edition for FOR and SEO

SPONSOR

| | | |
|---------------------|---|----------------------------|
| Category of Sponsor | : | National |
| Sponsor Agency | : | Private |
| Sub Sponsor | : | UTMSpace |
| Sub Sponsor Detail | : | Potential Development Fund |

| | | |
|-------------------------|---|---------------------------------|
| Keyword | : | |
| Research Classification | : | Confidential / Non-confidential |
| Commercialisation | : | Yes / No |

PROJECT MEMBER*

| No. | IC No. / Passport No. | Staff No. | Name | Position | Centre / Division / Unit | Research Alliance (for UTM Staff) |
|-----|--------------------------|-----------|------|----------|-----------------------------|--------------------------------------|
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*please attach brief CV of project leader and all project members

RESEARCH PROJECTS HEADED BY THE PROJECT LEADER AND PROJECT MEMBERS THAT HAVE BEEN COMPLETED OR ON-GOING IN THE LAST THREE (3) YEARS

| No. | Title | Duration | Name of Grant | Start Date | End Date | Project Status |
|-----|-------|----------|------------------|------------|----------|-------------------|
| 1 | | | | | | |
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INFORMATION ON ACADEMIC PUBLICATIONS THAT HAS BEEN PUBLISHED BY THE PROJECT LEADER AND PROJECT MEMBERS IN THE LAST THREE (3) YEARS

| No. | Title of Publication | Journal / Source | Journal / Source Information* | Year Published |
|-----|----------------------|------------------|-------------------------------|----------------|
| 1 | | | | |
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*ISI-indexed / SCOPUS-indexed / non-indexed / proceedings / book / book chapter / website / magazine;
for ISI-indexed, state Q1, Q2, Q3 or Q4

Please supply the information requested below.

Attach additional sheets.

1. EXECUTIVE SUMMARY

2. DETAILED PROPOSAL OF RESEARCH PROJECT

- I. Research Background including Hypothesis, Research Questions, and Literature Review with References
- II. Objectives of Research Project
- III. Methodology
 - Description of methodology
 - Flow chart of research activities
 - Gantt chart of research activities
 - Project schedule
 - Project milestone
- IV. Expected Findings and Contribution

C) ACCESS TO RESOURCES, EQUIPMENT, AND MATERIALS

| No. | Resources, Equipment, and Materials | Source |
|------------|--|---------------|
| 1 | | |
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| D) BUDGET | | | | | |
|---|---|-------------|--------------|---------------|----------------|
| V-Series | SODO Type | Description | Year One (1) | Justification | Total Per Item |
| V11000 Salary / Wage / Overtime | B11000 Salary & Wages | | | | |
| | Total Per SODO | | | | |
| | B12000 Fixed Allowances | | | | |
| | Total Per SODO | | | | |
| | B13000 Statutory Contributions to Public Staff | | | | |
| | Total Per SODO | | | | |
| | B14000 Overtime | | | | |
| | Total Per SODO | | | | |
| | B15000 Other Financial Benefits | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| V21000 Travelling Expenses & Subsistence | B21000 Travel & Subsistence | | | | |
| | Total Per SODO | | | | |
| | B22000 Transport of Goods | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| V24000 Rentals | B23000 Transportation & Utilities | | | | |
| | Total Per SODO | | | | |
| | B24000 Rentals | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| V26000 Research Materials & Supplies | B26000 Raw Materials & Spare Parts | | | | |
| | Total Per SODO | | | | |

| | | | | | |
|--|---|--|-----|--|-----|
| | B27000 Supplies & Consumable Goods | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| V28000 Maintenance & Minor Repair Service | B28000 Maintenance & Repairs | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| V29000 Professional Services | B29000 Professional Services & Hospitality | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| V35000 Special Equipment & Accessories | B35000 Assets & Equipment | | | | |
| | Total Per SODO | | | | |
| | B36000 Inventory & Furnitures | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| V50000 Other Charges & Distribution | B52000 Other Charges & Distribution | | | | |
| | Total Per SODO | | | | |
| Total Per V-Series | | | | | |
| GRAND TOTAL | | | () | | () |

E) DECLARATION BY PROJECT LEADER

| | |
|--|---|
| | 1. All information provided are correct. UTMSPACE has the right to reject or to cancel the offer without prior notice if there is any incorrect information given. |
| | 2. I am heading a research project registered with other institutions including UTM which is currently active. |
| | 3. I do not have any active research grant. However, I have submitted a research grant application to a funding provider (UTM or other institutions) in the last six (6) months before this application is made or I currently have another research proposal ready for submission. |
| | 4. I do not have any active research grant. |

NAME

(Signature and Official
Chop)

DATE