

**RESEARCH GRANT ON**

**PRODUCTIVITY DEVELOPMENT AND IMPLEMENTATION FOR UNIVERSITIES**

**[For MPC** **Serial Number:**

**use only]**

**APPLICATION FORM**

I. PROJECT IDENTIFICATION

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| --- |
| A. Project Title:  Abstract (maximum 300 words) |
| B. Project leader (Please indicate the name as in NRIC of the project leader)  Name:  NRIC:  Position in organisation: |
| C. Organisation (Please indicate the name, address, telephone and fax of the organisation in which the project leader is based)  Name of current employer:  Title of position held:  Address:  Tel:  Fax:  Email: |
| D. Key words (Please provide a maximum of 5 keywords to describe the research to be undertaken.) |

II. OBJECTIVES OF THE PROJECT

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| A. Problem statements/research questions (Please explain the specific background or problems that have led to the necessity for this research. Also formulate the research questions). |
| B. Specific objectives(s) of the project (Please describe the measurable general and specific objectives of the project and define the expected results. Use results-oriented wording with verbs such as “to define ...”, “to determine ...”, “to identify ...”) |
| C. Scope of research (Please define the scope to be covered by this research) |
| D. Research background of the project (Please indicate if the project is new, modified or extended. Give a summary of your literature review to indicate the originally of the proposed research, and describe related research to assist in assessing the research rationale and the potential for success).   * Project status (please indicate)   New Modification to Extension of  Previous project existing project   * Literature review summary * Related research |
| E. Field of research (Please identify area within which your proposed project as per indicated in the research priority areas) |

III. BENEFITS OF THE PROJECT

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| Direct customers/beneficiaries of the project (Please identify clearly the potential customers/beneficiaries of the research results and provide details their relevance, eg, size, economic contribution, etc) |

IV. PROJECT STRUCTURE

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| A. Research organisations involved in the project (Please identify all research organizations collaborating in the project, and describe their role/contribution to the project) |
| B. Industry linkages (Please identify any industry or end-user group involved in the project, and describe its role/contribution to the project) |
| C. Project Team  Project Leader:  (Please provide name & age)  Researchers:  (Please provide names & age of researchers)  Research Assistants:  (Provide names & age) |

V. PROJECT STRUCTURE

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| A. Research methodology (Please describe the research methodology to be followed. Identify specialized equipment, facilities and infrastructure which are required for the project and indicate which are new) |
| B. Project activities (Please list and describe the main project activities, including those associated with the transfer of the research results to customers/beneficiaries. The timing and duration of research activities are to be shown in the Gantt Chart) |
| C. Key milestones (Please list and describe the principal milestones of the project. A key milestone is reached when a significant phase in the project is concluded, e.g. completion of test, review, commissioning of equipment, etc.) |
| D. Risks of the project (Please describe the factors that may cause delays in, or prevent implementation of the project as proposed above; estimate the degree of risk)  Factors causing risks:  Please tick ( √ ) whichever is relevant:  Low Medium High  • Technical risk: x x  • Timing risk: x x  • Budget risk: x x |
| E. Duration (State the planned starting date of the project and the elapsed time, in months, to complete this project; technology transfer activities should be excluded from elapsed time)  Starting date:  Duration/elapsed time: |

VI. PROJECT SCHEDULE

Project Schedule (Please attach a separate sheet if necessary)

VII. PROJECT COSTS

Cost (Please attach a separate sheet if necessary)

VIII. DECLARATION BY PROJECT LEADER

I hereby declare that:

A. This proposal has never been accepted by any other research grant provider, for the purpose of funding.

B. I am involved in not more than 3 projects at any one time of research per year throughout the project term.

C. I agree to submit these materials, data, etc. when directed by the Secretariat.

Name : ...................................................................................

Designation : ..................................................................................

Date : ..................................................................................

Signature : ..................................................................................

IX.APPROVAL FROM RESEARCH CENTRE

**COMMENT BY THE RESEARCH CENTRE** (in which the project Leader is based)**:**

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**Approving Officer** (of the Research Centre in which the project Leader is based)

Name : ………………………………………………………………….

Designation : ………………………………………………………………….

Date : ………………………………………………………………….

Signature : ………………………………………………………………….

**APPENDIX 2**

**CURRICULUM VITAE**

**PERSONAL INFORMATION**

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| **PHOTO** |

Name:

Date of Birth:

Nationality:

Organisation:

Position:

**EDUCATION**

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| Year | Level | Institution |
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**POSITION(S)**

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| --- | --- |
| Year | Position |
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**EXPERIENCES IN RESEARCH GRANTS (past 5 years)**

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| --- | --- | --- | --- | --- |
| Project Title | Funding Organisation | Amount | Period | Position held  (Principal Investigator/member/research assistant etc.) |
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**EXPERIENCES IN CONSULTATIONS**

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| Project Title | Company/ Organisation/  Agency/ Ministry | Period | Position held (principal consultant/member/research assistant etc.) | Status  (on-going/completed) |
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**PUBLICATIONS (past 5 years)**

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| Year | Title | Journal | Position (1st author, 2nd author etc.) |
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**SUPERVISION (POST GRADUATE)**

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| --- | --- | --- | --- |
| Year | Title | Position (main supervisor, co-supervisor etc.) | Status (on-going/ completed) |
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