**RESEARCH GRANTS -2024**

**UNIVERSITY OF SRI JAYEWARDENEPURA**

**PART A - Checklist**

**Checklist of the documents to be submitted to the Research Council**

|  |  |  |
| --- | --- | --- |
| **Document** | **Please Tick**  **(✓)** | **Checked (for Office Use only)** |
| * + - 1. Hardcopy of the Research Grant Application Form (duly completed) (Two Copies) |  |  |
| * + - 1. Softcopy of the Research Grant Application Form and detailed project proposal (duly filled) – should be e-mailed to [researchcouncil@sjp.ac.lk](mailto:researchcouncil@sjp.ac.lk) or written to a CD and submitted |  |  |
| * + - 1. Three (3) copies of the detailed project proposal |  |  |
| * + - 1. Ethical approval letter (if needed) |  |  |
| * + - 1. Full CVs of the Principal and Co-investigators (Please note that your updated Profile should also appear in the University’s website together with URL of the Google Scholar Profile.) |  |  |
| * + - 1. Evidence of progress for completed and ongoing University Research grants for the principal investigator obtained from the Research Council, USJ |  |  |

**PART B – Research Grant Application**

**Details of the Investigators**

**1. Details of Principal Investigator:**

Name: Rev./ Snr. Prof./Prof./ Dr/ Mr./ Ms.: …………………………………………………..

1. Designation: ……………………………………………………………………………
2. Department: ……………………………………………………………………………
3. Faculty: …………………………………………………………………………………
4. Telephone:
   1. Mobile: ………………..
   2. Official: ……………….
   3. Home: …………………
5. University E-mail address[[1]](#footnote-1): …………………………………………………………….
6. Verified Google Profile Name and the Google Profile URL1: ……………………………………………………………………………………………………………………………………………………………………………………..

**2. Details of the Co-Investigators:**

**Co-Investigator I**

Name: Rev. / Snr. Prof./Prof./ Dr/ Mr./ Ms.: …………………………………………………...

1. Designation: ……………………………………………………………………………
2. Department: ……………………………………………………………………………
3. Faculty: …………………………………………………………………………………
4. Telephone:
5. Mobile: ………………..
6. Official: ……………….
7. Home: …………………
8. E-mail Address: ……………………………………………………………
9. Verified Google Profile Name and the Google Profile URL: ……………………………………………………………………………………………………………………………………………………………………………………

**Co-Investigator II**

Name: Rev./ Snr. Prof./Prof./ Dr/ Mr./ Ms.: …………………………………………………..

1. Designation: ……………………………………………………………………………
2. Department: …………………………………………………………………………….
3. Faculty: …………………………………………………………………………………
4. Telephone:
5. Mobile: ………………..
6. Official: ……………….
7. Home: …………………
8. E-mail Address: ……………………………………………………………
9. Verified Google Profile Name and the Google Profile URL: ..........................................................................................................................................

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* Annex CVs’ and list of publications of all investigators during the last 10 years.

**3. Details of the Grants received by the Principal Investigator**

a. Details of the University Research Grants received over the last 5 years: Please attach the report obtained from the Research Council, certified by the Co-Chairperson, Research Council**.**

b. Details of the other Research Grants received from national and International funding agencies over the last 5 Years.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **National/ International** | **Title** | **Funding agency** | **Amount**  **(in LKR)** | **Period** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |

**PART C – Details of the Research**

1. Title of the proposed research………………………………………………………………

……………………………………………………………………………………………………………………………………………………………………………………………………..

1. Duration of the Research: ………………………………………… (in years)
2. Research Area/s (Specific):

…………………………………………………………………………………………………..

1. To which UN Sustainable Goal/s (SDGs) does your research project relate to?

(<http://www.statistics.gov.lk/sdg/>)

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

1. How do you propose to protect and ensure Intellectual Property (IP)? (If Applicable)

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

1. Is the proposed research intended for a postgraduate degree? **Yes**  **No**

*\*Please note that the grant cannot be utilized by the grantee/ Principal Investigator to complete/obtain his or her own postgraduate degree.*

1. If yes : **PhD**

**MPhil**

**MD**

1. Name of the Research Assistant (If identified/ available) ………………………………………………….........................................................

(If not registered yet, details of the registration should be submitted to the Research Council immediately after the registration)

1. Category of the grants based on the research output:

*Knowledge advancement grants - expected to generate outputs towards scientific advancement of knowledge.*

*Application targeted grants - expected to generate outputs/outcomes towards the development of societies and fostering innovations.*

1. If the research is for knowledge advancement, expected research output:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

1. If the research is for Application Targeted as mentioned above, the expected research outputs:

Product

Prototype

Patent

Technology

Process

Guideline

Policy

Other (please specify)

……………………………………………

1. State potential commercial applications of research output/s (if any):

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

1. Identify potential stakeholders /industries

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

1. Impact of Research Outcomes

Impact of research outcomes relevant to the following on national development.

Please write in a point form with timelines; lag period envisaged with reasons.

|  |  |
| --- | --- |
| * 1. **Scientific/ Environmental Impacts** |  |
| * 1. **Societal Impacts** |  |
| * 1. **Economic Impacts** |  |

1. Attach 2 copies of the detailed research proposal compiled under the following headings: (Font: Times New Roman, 12pt, 1.5 spacing)
2. Title
3. Introduction
4. Rationale and justification of the research problem
5. Which UN Sustainable Development Goal SDG(s) will be addressed by the proposed research (Refer: http://www.statistics.gov.lk/sdg/)
6. Outline how the proposed project is related to the SDG(s) selected above.
7. Research problem and research questions
8. General and specific objectives
9. Significance/s of the research
10. Literature review (a comprehensive literature review)
11. Methodology: Research Approach/ Conceptual Diagram (when applicable)/ Operationalization (when applicable)/ Hypotheses (when applicable)/ Study settings/ Population/ Sample/ Sampling method/ Methods of data collection/ Data analysis
12. Ethical and legal considerations
13. Dissemination of knowledge and proposed outcome. Clearly indicate the impact of research outcomes on national development
14. Timeline of the research (by way of a Gantt chart)
15. References – A complete list of references should be submitted according to Harvard Style. Include the latest references.
16. Detailed budget
17. Ethical Considerations (If applicable)

|  |  |
| --- | --- |
| **Relevance to the Research** | **Relevant / Not Relevant** |
| If relevant, Ethical clearance obtained? | Yes / No  If ‘yes’ attach a copy of the letter or certificate |
| If No, applied for Ethical clearance? | Yes/No |

1. Summary of the budget:

|  |  |
| --- | --- |
| **Total Amount of Grant Applied for: Rs.** :- …………………………………………… | |
| Total amount of 1st year budget | Rs. |
| Total amount of 2nd year budget | Rs. |
| Total amount of 3rd year budget | Rs. |

**PART D - Implementation of Research Project**

1. Work plan and estimated expenditure:

*(If project period is 12 months or less, complete section (a) only. If the project period is more than 12 months, complete (b) only.)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Section (a)** | | | |
| **Period** | **Activities/details of the research plan to be done** | **Expenditure (Rs.)** | |
| 1st three months |  |  | |
| 2nd three months |  |  | |
| 3rd three months |  |  | |
| 4th three months |  |  | |
| **Total** |  |  | |
| **Section (b)** | | | |
| **Period** | **Activities/details of the research plan to be done** | | **Expenditure (Rs.)** |
| 1st six months |  | |  |
| 2nd six months |  | |  |
| 3rd six months |  | |  |
| 4th six months |  | |  |
| 5th six months |  | |  |
| 6th six months |  | |  |
| **Total** |  | |  |

2. Work Plan: Please attach the quarterly Gantt chart to cover the proposed study, as per the format below.

***\*Define the Activities***

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activities** | **Year 1** | | | | **Year 2** | | | | **Year 3** | | | |
| **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** |
| Activity 1\* |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 3 |  |  |  |  |  |  |  |  |  |  |  |  |
| Activity 4 |  |  |  |  |  |  |  |  |  |  |  |  |

3. Do you expect to employ research assistants? If so, in what areas of the activities and at what stage do you hope to employ them?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | **Activity** | **Stage** | **No. of Assistants** | **Duration** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

**PART E: ESTIMATED BUDGET OF THE PROPOSED RESEARCH PROJECT**

Rs.

Total amount applied for the proposed research project

Indicate the estimated budget under the following items:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Allowances, Travelling, Subsistence & Expenses** | | | | |
| **No.** | **Description** | **Unit rate per month / per person/ per Kilometer** | **No. of months/ persons/ no. of Kilometers** | **Sub-total** |
| 1 | Allowances and Registration Fees for Research Assistants |  |  |  |
| 1.1 | Allowance for Research Assistant/s\* | Rs. 40,000/ Rs. 50,000 per person |  |  |
| 1.2 | Registration fee for postgraduate degree programmes of Research Assistant/s\*\* |  |  |  |
| 2 | Travelling Expenses\*\*\*  (based on approximate distance) | Rs. 50 per Kilometer |  |  |
| 3 | Subsistence payments\*\*\* |  |  |  |
| 3.1 | Principal Investigator |  |  |  |
| 3.2 | Co-investigator |  |  |  |
| 3.3 | Research Assistants |  |  |  |
|  | **Sub-total of Allowances, subsistence & travelling expenses** |  |  |  |

\*Allowances for Research Assistants: Those who possess a degree at Level 6 of the Sri Lanka Qualification Framework (SLQF) are entitled to receive Rs. 50,000/- per month, while those who possess a degree at Level 5 are entitled to receive Rs. 40,000/- per month.

\*\*The registration fee will be reimbursed only after the successful completion of the postgraduate degree.  Please refer to *Vidyodaya Vision* (<https://research.sjp.ac.lk/downloads/>) for further terms and conditions pertaining to the granting and reimbursement of the registration fee of research assistants.

**\*\*\***Travelling & Subsistence – According to U.G.C. Guidelines

Subsistence maximum - Rs. 500/- per day

Travelling - Rs. 50/- per kilometer

Note: Please refer to *Vidyodaya Vision* (<https://research.sjp.ac.lk/downloads/>) for further guidelines on the utilization of funds of research grants.

\*\*\*\*Transfer of funds to the Research Assistant Allowance is permitted only during the first extension (first 6 months) period of the research grant with strong justification, and subject to the approval of the Research Council.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **Chemicals and Equipment\*** | | | | | | | |
|  | **Item** | **1st Year** | | **2nd Year** | | **3rd Year** | |
| 1 |  |  | |  | |  | |
| 2 |  |  | |  | |  | |
| 3 |  |  | |  | |  | |
| 4 |  |  | |  | |  | |
| 5 |  |  | |  | |  | |
|  |  |  | |  | |  | |
|  | **Sub-total for chemicals & equipment** |  | |  | |  | |
| *\*A complete description of equipment required, and a full justification must be given.*  \*\**Requests to transfer funds allocated for the Chemicals & Equipment category to any other category of the research grant will not be entertained unless under a special circumstance which is identified as justifiable by the Research Council.* | | | | | | | |
| 1. **Other Expenses** | | | | | | | |
|  | **Item** | | **1st Year** | | **2nd Year** | | **3rd Year** |
| 1 | **Allocation for the sample analysis at the Instrument Centre, Faculty of Applied Sciences (If applicable only)** (Refer to the webpage of the Instrument Centre, Faculty of Applied Sciences in the University of Sri Jayewardenepura for the cost of analysis <https://science.sjp.ac.lk/instrumentcenter/services/>) | |  | |  | |  |
| 2 | Stationeries | |  | |  | |  |
| 3 | Photocopying/ roneo work | |  | |  | |  |
| 4 | Other materials | |  | |  | |  |
| 5 | Proofreading | |  | |  | |  |
| 6 | Any other activity (Specify) | |  | |  | |  |
| 7 | Miscellaneous | |  | |  | |  |
|  | **Sub-total for other expenses** | |  | |  | |  |

|  |  |  |
| --- | --- | --- |
| **Total Budget\*** | | |
| 1 | **Sub-total of allowances, subsistence & travelling expenses** |  |
| 2 | **Sub-total for chemicals & equipment** |  |
| 3 | **Sub-total for other expenses** |  |
|  | **Total cost** |  |

\*Details of 1, 2 and 3 above should be given in separate sheets with cost components of each item with justification where relevant.

**Key Performance Indicators**

* Please note that the following Key Performance Indicators (KPIs) are expected at the end of the completion of the grant.
* The principal investigator should submit evidence of scientific publications/communications according to the criteria given below.

|  |  |
| --- | --- |
| **Value of the University Research Grant awarded** | **Key Performance Indicators (KPIs)** |
| LKR 1.5 million to LKR 2.5 million | Minimum of 2 Indexed Journal Publications (Full Paper)\* or 1 Peer Reviewed & 1 Indexed Journal Publication (Full Paper)\* or a Patent\*\* |
| Less than LKR 1.5 million | Minimum of 2 Peer Reviewed Journal Publications (Full Paper) or 2 Any Other Indexed Journal Publication (Full Paper)\*\*\* or 1 Indexed Journal Publication (Full Paper)\* or a Patent\*\* |

\*Indexed Journal Publication: Recognized Index journals are listed at http://www.isinet.com/journals under:

1. Science Citation Indexed Expanded (™) (Web of Science)

2. Social Sciences Citation Index® (Web of Science)

3. Arts and humanities citation index® (Web of Science), etc.

*And*

4. Elsevier SCOPUS

5. Emerald Insight

6. Cabell’s International

\*\*All patents obtained through projects funded by the Research Grants of the University should be registered as a property of the University of Sri Jayewardenepura and the Principal Investigator.

\*\*\*Any other Indexed Journal Publication: Any indexed journal not included in above. Evidence of the indexing service needs to be submitted.

I certify that I am aware of the expected KPIs and that the information and data furnished by me in this research grant application are true and accurate to the best of my knowledge. In the event of my being granted the amount requested to undertake and carry out the research described in this application; I shall enter into an agreement with the University to that effect.

…………………………………

Signature of Principal Investigator

………………………

Date

* Observations of the Head of the Department:

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

…………………………………………

Signature of the Head of the Department

………………………

Date

* Observations and the recommendation of the Faculty Research Committee:

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

………………………

Date

…………………………………………

Signature of the Chairperson of the Faculty Research Committee

* Observations and the recommendation of the Dean of the Faculty

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

………………………

Date

…………………………………………

Signature of the Dean

Faculty of ………..…………….

* Decision of the Research Council of the University of Sri Jayewardenepura

…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

………………………………

Vice Chancellor

Chairperson Research Council

………………………

Date

1. Please note that Principal Investigators who are **not** having a University of Sri Jayewardenepura e-mail address and a Google Scholar profile (which is affiliated with the University) will **not** qualify for applying for research grants. All correspondence and publications pertaining to the university grant should contain the university e-mail address. [↑](#footnote-ref-1)