|  |
| --- |
| **FACULTY OF BUSINESS AND ECONOMICS****SELF INSTRUCTIONAL MATERIAL DEVELOPMENT GRANT 2025**APPLICATION FORM |
| **APPLICATION CODE***(for RMU office perusal)* |  |
| **PROJECT** **LEADER** |  |
| **DEPARTMENT** |  |
| **UNDERGRADUATE SUBJECT/ COURSES CURRENTLY TAUGHT** |  |
| **PROJECT****TITLE** |  |
| **TOTAL** **BUDGET** |  |
| **EXECUTIVE SUMMARY****(max. 300 words):** |
| **RESEARCH BACKGROUND & OBJECTIVES (Literature Review, Problem Statement(s) & Project Objective(s)****(Please attach detailed proposal & Gantt Chart altogether upon submitting this form)** |
| **QUALITY OF RESEARCHERS**1. **Research Team Track Record**
 |
| No. | Name | Department | H-index | Citations | No. of Publications | Role/Contribution |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| **ACCESS TO EQUIPMENT AND MATERIAL** |
| EQUIPMENT | LOCATION |
| 1)2) |  |
| **BUDGET** |
| **Please indicate your estimated budget for this research and details of expenditure** **(*Please refer to Guideline) (Maximum Allocation: RM10,000)*** |
| **BUDGET DETAILS** | **AMOUNT REQUESTED** |
| **Total (RM)** |
| **Vote 11000 –** **Salary and Wages****Please specify:** |  |
| **Vote 21000 –** **Travelling and Transportation****Please specify:** |  |
| **Vote 24000 –** **Rental****Please specify:** |  |
| **Vote 27000 –** **Research Materials & Supplies****Please specify:** |  |

|  |  |
| --- | --- |
| **Vote 28000 –****Maintenance and Minor Repair Services****Please specify:** |  |
| **Vote 29000 –** **Professional Services****Please specify:** |  |
| **Vote 35000****Minor Equipment****Please specify:** |  |
| **TOTAL AMOUNT (RM)** |  |
|  |
| **TARGETTED RESEARCH OUTPUT**1. **ACADEMIC OUTPUT**

|  |  |  |
| --- | --- | --- |
| **No.** | **Details** | **Output** **(please specify)** |
| 1 | Self-instructional material such as interactive multimedia, applications, platform, gamification, equipment or any other related materials that may be filed for copyright or patenting (minimum 1) |  |
| 2 | Human Capital Development (if any) |  |

 |
| **Anticipated Research Impact**  |
| **DECLARATION BY PROJECT LEADER / *AKUAN KETUA PROJEK*****(PLEASE TICK (*√*) / *SILA TANDA (√)*:** |
| **I hereby declare that:***Saya dengan ini mengaku bahawa:* |
| 1. **All information stated here are accurate, Faculty has the rights to reject or to cancel the offer without prior notice if there is any inaccurate information given.**

*Semua maklumat yang diisi adalah benar, Fakulti berhak menolak permohonan atau membatalkan tawaran pada bila-bila masa sekiranya keterangan yang dikemukakan adalah tidak benar.* |
| 1. **I have read, understood and will implement all requirements stipulated in the UM Safety & Research Handbook and Code of Research Ethics. Failure to do so will result in disqualification of my application**.

*Saya telah membaca, memahami dan akan melaksanakan semua keperluan dalam UM Safety & Research Handbook dan Kod Etika Penyelidikan. Kegagalan berbuat demikian akan menyebabkan permohonan saya ditolak.*1. [Code of Research Ethics](https://umresearch.um.edu.my/Forms/University%20of%20Malaya%20Research%20Ethics%20Committee%20%28UMREC%29/Code%20of%20Research%20Ethics.pdf)
2. [UM Safety & Research Handbook](https://umresearch.um.edu.my/Forms/Research%20Guidelines%20%26%20Policies/UM%20Safety%20Handbook%20%26%20UM%20Policy%20and%20Procedure%20on%20Lab%20Biosafety%20and%20Biosecurity/UM%20Safety%20Handbook.pdf)
3. [The Malaysian Code of Responsible Conduct in Research](https://umresearch.um.edu.my/Forms/Research%20Guidelines%20%26%20Policies/Malaysian%20Code%20of%20Responsible%20conduct%20in%20Research/Malaysia%20Code%20of%20Responsible%20Conduct%20%28MCRC%29%20-%202017.pdf)
 |
| Date:*Tarikh:* | Project Leader’s Signature:*Tandatangan Ketua Projek:* |
| **DECISION BY FACULTY’S EVALUATION COMMITTEE****(PLEASE TICK (*√*) / *SILA TANDA (√)*:** |
| **Recommendation:*****Perakuan:*** |
|  | 1. **Recommended**

*Disokong*1. **Not Recommended (specify reason at Comments)**

*Tidak Disokong (nyatakan sebab di Komen)* |
| **Comments:***Ulasan:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date of evaluation:** *Tarikh penilaian:* |