

TERM OF REFERENCE*

FACULTY BUSINESS AND ECONOMICS POSTGRADUATE SPECIAL RESEARCH GRANT (GPKIT)

(GERAN PENYELIDIKAN KHAS IJAZAH TINGGI FAKULTI PERNIAGAAN DAN EKONOMI)

INTRODUCTION	The Faculty of Business and Economics Postgraduate Special Research Grant (GPKIT) is introduced to assist doctoral degree/PhD students to conduct their doctoral research under the supervision of their respective supervisors as the PI of this grant which follows the Graduate On Time (GOT) period of 42 months/7 semesters.	
APPLICATION TERMS & REGULATIONS	Each applicant must follow the following terms: 1. Application is open to all supervisors and doctoral degree students in FBEC. 2. Each application must follow the terms of reference set and evaluated by the Evaluation Committee, appointed by Faculty. The Evaluation Committee's decision is final. 3. Supervisor will apply as Principal Investigator (PI). 4. Each student is eligible to apply for this grant ONLY ONCE during his/her candidature after passing Proposal Defense (PD). 5. Supervisor is NOT ALLOWED to use this grant for other projects. 6. The research project conducted has not previously received any sponsorship/ financial assistance.	
RESEARCH PROJECT DURATION	The maximum project duration allowed is following the Graduate On Time (GOT) period, which of 42 months/ 7 semesters.	
FUND ALLOCATION	The amount of funding for each eligible and approved research grant is up to RM5,000.	
SCOPE OF FUNDING	Vote 11000 Wages and Allowance for Research Assistant (RA) / Graduate Research Assistant (GRA)	Not allowed.
	Vote 21000 Travelling and Transportation (Maximum 40%)	Allowable to claim travel expenses including transportation (e-hailing, car rental etc.) for data collection purpose; restricted to local fieldwork & ground-transportation only* . *Any other request is subject to the Evaluation Committee's discretion.

	Vote 24000 Rental	Allowable to claim rental expenses for building/research space, equipment and other items directly involved in the research.
	Vote 27000 Research Material and Supplies	Allowable to pay/claim expenses for materials/ supplies/ secondary data purchased or procured related to research (e.g software - subject to JKICT's approval, stationery & data).
	Vote 28000 Maintenance and Minor Repair Services	Not allowed.
	Vote 29000 Professional Services	Allowable to pay/claim expenses for service payments including printing, token/souvenirs and other related services for data collection only . Allowable to pay/claim* expenses for publication costs, subject to paper's acceptance. *Maximum budget is RM1,500
	Vote 35000 Accessories and Equipment	Not allowed.
RESEARCH PROJECT REPORT	Progress Report & Final Report	1. Progress Report Progress Report and project expenditures (hardcopy) must be submitted to Deputy Dean (Research) office every six (6) months. 2. Final Report Final Report (hardcopy) must be submitted to the Deputy Dean (Research) office within three (3) months after the project's end date.
RESEARCH OUTPUT	Each project must produce at least one (1) article publication published in Web of Science (WoS) or Scopus indexed journals. All publications MUST have Faculty's affiliation and acknowledge this grant through the project number.	

	Example: <i>"We would like to acknowledge financial support provided by the Faculty of Business and Economics Postgraduate Special Research Grant : UMGXXX-2024"</i> Non-fulfilment by the Principal Investigator to submit proof of publication resulting from this grant allocation may affect the Faculty's research funding opportunities in future. Proof of publication's acceptance once accepted/ published must be submitted to the Deputy Dean (Research) office within 24 months after the grant ends.
RESEARCH IMPACT	Every proposed research project should have an impact on knowledge (new findings / theories), industry, and / or society. Principal Investigator need to mention their expected research impact. (not exceeding 5 lines of text).
RESEARCH ETHICS	All research conducted by staff and students of the university involving human participants and the use of vertebrate animal subjects must be referred to the appropriate ethics committee. Research Ethics application is mandatory for research using primary data

Updated: 20 March 2025.

* Subject to change from time to time.