**COVER PAGE**

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| ITEM | DESCRIPTION |
| INITIATIVE | FUNDING PROGRAM FOR UNIVERSITIES & RESEARCH  CENTERS |
| PROGRAM | Basic Research Grant Program |
| SCIENTIFIC AREA |  |
| APPLIED AREA |  |
| TRACK |  |
| SUB-TRACK |  |
| PROJECT TITLE  (ENGLISH) |  |
| PROJECT TITLE  (ARABIC) |  |
| PRINCIPAL INVESTIGATOR (ENGLISH) |  |
| PRINCIPAL INVESTIGATOR (ARABIC ) |  |
| INSTITUTION |  |

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| FOR OFFICIAL USE ONLY | |
| DATE RECIEVED |  |
| PROPOSAL CODE |  |

**PROJECT INFORMATION**

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| ITEM | DESCRIPTION | |
| PROJECT TITLE |  | |
| SCIENTIFIC AREA |  | |
| TRACK |  | |
| SUB-TRACK |  | |
| PROPOSED TOTAL BUDGET  (MAX 600,000 SR ) |  | Saudi Riyals |
| ESTIMATED DURATION  ( MAX 24 MONTHS) |  | Months |
| PROPOSED STARTING DATE |  | Date/Month / Year |

**PROJECT TEAM**

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| --- | --- | --- | --- |
| SENIOR PERSONNEL | | | |
| No. | Name | Role | Area of Specialization |
| 1 |  | P I |  |
| 2 |  | CO- I |  |
| 3 |  | CO- I |  |
| 4 |  | CO- I |  |
| 5 |  | CO- I |  |
| OTHER PERSONNEL | | | |
| No. | Name | Role | Area of Specialization |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| CONSULTANT | | | |
| No. | Name | Role | Area of Specialization |
| 1 |  |  |  |
| 2 |  |  |  |

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| English Summary (250-500 words): |
| This section should provide a summary of the proposed research project suitable for publication in English and Arabic languages. The summary must not exceed one page in length and should provide a coherent, clear and concise description of the research activity that would result if the proposal eventually obtains the funding requested. It should describe the objectives and methods to be adopted by the proposed research as well as the expected broader impacts on development and society. It should be informative to other persons working in the same or related fields and understandable to scientifically/technically literate readers. It should not contain any proprietary or confidential information |

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| KEYWORDS (ENGLISH) |
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| Arabic Summary (250-500 words): |
| This section should provide a summary of the proposed research project suitable for publication in English and Arabic languages. The summary must not exceed one page in length and should provide a coherent, clear and concise description of the research activity that would result if the proposal eventually obtains the funding requested. It should describe the objectives and methods to be adopted by the proposed research as well as the expected broader impacts on development and society. It should be informative to other persons working in the same or related fields and understandable to scientifically/technically literate readers. It should not contain any proprietary or confidential information |

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| KEYWORDS (ARABIC) |
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| Potential Outputs and Methods of Utilization (English) (Minimum 500 words) |
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| Beneficiary Institutions (English) |
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| 1 - INTRODUCTION (not less than 1000 words) |
| The section should provide a brief background to the research project proposal, briefly explaining the importance of the research being proposed, scope of work and conditions in which the project will be executed. A description of expected results should also be provided as well as an enumeration of fields/areas, and the extent of, their utilization. This introduction must clearly address the relationship of the project to the scientific area (s), its tracks and sub-tracks, and the applied area (s). |

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| 2 - PROJECT OBJECTIVES (not more than 2000 words) |
| This section should be set in a SMART way (specific, measurable, attainable, relevant, and time-bound) in a bullet format. |

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| 3 - LITERATURE REVIEW |
| This section should include pertinent, up-to-date background information and cutting edge scientific literatures. This section should, also, identify clearly gaps in knowledge that the proposed project will address; and should be interlinked with any concluded or ongoing work by the project team or by others. |

**Please describe (not less than 1000 words)**

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| 4 - DESCRIPTION OF THE PROPOSED WORK |
| This section should provide sufficient information of the work to be undertaken and should describe in details how the project questions will be tackled. This section should, also, outline the general plan of work, including the broad design and methodology that will be adopted, and, where appropriate, should provide a clear description of experimental methods and procedures as well as expected outcomes. This section should be structured under the following headings:  4.1. Approach, tasks and phases (not less than 500 words): this sub section should include details of the approaches utilized to achieve each objective of the project. Research tasks and activities should be divided into groups of assignments, listed in logical sequence and linked with the project objectives to be achieved. Please complete the following items. |

**APPROACH UTILIZED FOR ACHIEVING OBJECTIVES**

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| --- | --- |
| OBJECTIVES | APPROACH OF ACHIEVING THE OBJECTIVE |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |

**MAPPING OF PHASES AND TASKS TO ACHIEVE OBJECTIVES**

|  |  |  |
| --- | --- | --- |
| OBJECTIVES | PHASES | TASKS |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

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| 4.2. Management Plan (not less than 500 words): This sub section should indicate how each team member of the project would be involved (with durations) in executing specific tasks relating to the project as illustrated in. "MS Project" software may be used in this regard. This section should also clearly identify and outline the role of collaborators or consultations (if any) who might be contracted to provide assistance in carrying out the proposed research project. This sub section should also include various elements of the intended work plan; with phases, related tasks and outcomes, assignments, responsibilities, and dates of submission of progress and final technical reports. |

**PERSONNEL ENROLEMENT**

|  |  |  |  |
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| SENIOR PERSONNEL | | | |
| No. | **Name** | **Role** | **Duration (Months)** |
| 1 |  | P I |  |
| 2 |  | CO- I |  |
| 3 |  | CO- I |  |
| 4 |  | CO- I |  |
| 5 |  | CO- I |  |
| OTHER PERSONNEL | | | |
| No. | **Name** | **Role** | **Duration (Months)** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| CONSULTANT | | | |
| No. | **Name** | **Role** | **Duration (Months)** |
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| 2 |  |  |  |

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| 4.3. Research Methodology: this sub section should include procedures and techniques to be used with explanation why these are considered the most suitable to the project questions; detailed description of the experiments and measurements; as well as methods to be used in data collection, analysis, and interpretation. A summary of potential pitfalls and constraints that may be encountered and alternative plans that may be adopted in tracking such pitfalls and constraints. This section should, also, include a consent by applicants to the “Regulations of Research Bioethics on the Living Creatures”, when dealing with living creatures, parts of them, or their genetic materials. |

**Please describe (not less than 1000 words)**

**PROJECT PLAN**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 24 | 23 | 22 | 21 | 20 | 19 | 18 | 17 | 16 | 15 | 14 | 13 | 12 | 11 | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Task Name | Phase | Deliverable |
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| 24 | 23 | 22 | 21 | 20 | 19 | 18 | 17 | 16 | 15 | 14 | 13 | 12 | 11 | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Task Name | Phase | Deliverable |

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| 5 - VALUE TO THE KINGDOM Vision 2030 (not less than 500 words) |
| The value to the Kingdom of Saudi Arabia Vision (2030) of the proposed research project should be described in detail, in particular the relevance to the industrial base in the areas of technology concerned, or to other strategic sectors of the economy. A description of potential positive impacts on the economy and society at large as well as likely negative outcomes if any should be as clearly elucidated as possible. Benefits for education and training of Saudi students; the career development of researchers; etc. may also be outlined here. It is worth mentioning in this section the targeted end users and the suitable mechanisms for utilization and implementation of the project deliverables. |

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| 6 - PROJECT EXECUTION |
| 6.1 Current Resources (not more than 2000 words): This sub section should provide information on current or pending funding of the proposed project from any other sources. Equipment and instruments already available at the executing institution should be enumerated and briefly described. |

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| 6.2 Requested Resources (not more than 2000 words): This sub section should include details of all requested human resources, equipment, materials and consumables, as well as details of transportation facilities and travel arrangements that may be needed in the execution of field work or special training required. Applicants must give details of all relevant costs. |

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| 6.3 Proposed Budget: this sub section should be completed in accordance to the entire duration of proposed research project. Note that equipment valued at less than SR 10,000 should be included in the materials and consumables section. | | | | |
| BUDGET | | | | |
| Participants | | | | |
| Name | **Role** | **Duration** | **Allowance** | **Total** |
|  | PI |  | Max. 3,000/month |  |
|  | Co-I |  | Max. 2,500/month |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total | | | |  |

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| --- | --- | --- | --- | --- | --- |
| Consultants | | | | | |
| Name | **Role** | **Duration** | **Allowance** | **Travel** | **Total** |
|  |  | 15 days max. for local consultant | Local Consultant 1000 SAR\day. |  |  |
|  |  | 15 days max. for internal consultant | Internal Consultant 2000 SAR\day. |  |  |
|  |  | 15 days max. for external consultant | External Consultant 4000 SAR\day |  |  |
| Total | | | | |  |

**\* 2 consultants are only allowed to work in a project in each year.**

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| Assistants | | | | |
| Name | **Role** | **Duration** | **Allowance** | **Total** |
|  | Project Manager |  | Max. 2,000/month |  |
|  | Research Assistant |  | Max. 2,000/month |  |
| Total | | | |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Students | | | | | | |
| Name | **Role** | **Working Mode** | **Duration** | **Allowance** | | **Total** |
|  |  |  |  |  | |  |
|  |  |  |  |  | |  |
| Total | | | | |  | |

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| Other Technical Resources | | | | |
| Name | **Count** | **Duration** | **Allowance** | **Total** |
| Technicians |  |  | Max. 1,600/month |  |
| Administration |  |  | Max. 1,200/month |  |
| Vocational team (Labor) |  |  | Max. 1,000/month |  |
| Total | | | |  |

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| Materials | | | | |
| Type | **Name** | **Justification** | **Year** | **Total** |
| Equipment |  |  |  |  |
| Materials & Supplies |  |  |  |  |
| Total | | | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Conferences & Travel | | | |
| Type | **Justification** | **Year** | **Total** |
| Trips |  |  | Max. 40,000 |
| Conferences |  |  | Max. 40,000 |
| Total | | |  |

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| Others | | | |
| Type | **Justification** | **Year** | **Total** |
| Scientific Publications |  |  | Max. 150,000 |
| Patent Registration |  |  | Max. 150,000 |
| Others |  |  |  |
| Total | | |  |

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| BUDGET SUMMARY | | |
| Type | **Total** | **%** |
| Compensations (including summer compensation) |  |  |
| Equipment & materials |  |  |
| Travel |  |  |
| Others |  |  |
| Administration STU Expenses |  | **6%** |
| Grand Total |  |  |

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| 6.4 Budget Justification (not less than 1000 words): A detailed justification of the funding requested in each budget subcategory outlined in subsection 6.3 should specify if the equipment and infrastructure to be purchased using requested funds would be used in other research projects. |

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| 7 - UNDERTAKING OF THE RESEARCH TEAM |
| This section includes a consent of the research team on some scientific rules and ethics, and the compliance with their violation measures.  Section I. The research team undertakes that:  1. The text and graphics herein as well as any accompanying publications or other documents, unless otherwise indicated, are the original work of the signatories or individuals working under their supervision.  2. No part of this proposal has been funded by any other source.  3. No fund would be sought from any other source if an award is made as a result of this proposal.  4. The proposal will be carried out in full alignment with the GOVERNING RULES OF THE PROGRAM, if awarded.  5. Proposal is prepared in full conformity with the SCIENTIFIC INTEGRITY RULES.  6. Proposal is prepared in full conformity with the Regulations of RESEARCH BIOETHICS ON THE LIVING CREATURES.  7. None of the research and supporting team of the project receives more than (3) projects compensations, nor participates in more than (5) projects from different sources of King Abdulaziz City for Science and Technology (KACST).  8. Committed to deliver the minimum scientific outputs.  9. Bear the consequences of the violation of what have been stated above.  Section II. Undertaking for the Extramural Researchers:  1. I ‘ve read carefully the guidelines ( English/ Arabic) for the participation of the extramural researchers in the awarded projects from KACST and I am committed to them precisely, in addition to the above missioned undertaken in Section I. |

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| SIGNATURE | ID NUMBER[[1]](#footnote-1) | NAME | ROLE |
|  |  |  | **PI** |
|  |  |  | **COI. 1** |
|  |  |  | **COI. 2** |
|  |  |  | **COI. 3** |
|  |  |  | **COI. 4** |
|  |  |  | **COI. 5** |

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| 8 - REFERENCES |
| References should be cited in the standard style used in scientific/technical publications. Links to online versions may be provided together with dates on which the material was accessed. |

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| 9 - RESUMES |
| A biographical sketch (max. 3 pages) is required for each senior personnel involved in the research project. Resumes should include information related to professional preparation, appointments, publications, synergistic activities and collaborators and other affiliations. |

1. ID number includes National ID for citizens and Iqama for non-citizens’ team members. [↑](#footnote-ref-1)