

**Writing a Winning E-ScienceFund Proposal
for Social Science
(06-02-03-SF0001)**

06 – Research Cluster Social Science
02 – Private Institution of Higher Learning
03 – UNITEN
SF0001 – project serial number

**Dewan Konvensyen, Kampus Bandar, UteM
21st May 2015, 9.00 am to 11.00 am**

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- * In this session, I will highlight what we are looking for in a winning E-ScienceFund Proposal for Social Science.
- * I will share the experiences and lessons learnt in reviewing E-Science Fund since 2011.

SCIENCEFUND

ScienceFund is a grant provided by Government to carry out R&D projects that can contribute to the **discovery of new ideas** and the **advancement of knowledge** in **applied sciences**, focusing on **high impact** and **innovative research**.

OBJECTIVES of SCIENCEFUND

The objectives of ScienceFund are:

- i. to support research that can lead to the **innovation** of products or processes for further **development** and **commercialisation**; and/or
- ii. to generate **new scientific knowledge** and strengthen national research capacity and capability.

Research & Priorities Areas

- i. Life Sciences;
- ii. Computer Sciences and Information and Communication Technology (ICT);
- iii. Agriculture Sciences/ Agricultural Engineering;
- iv. Environmental Sciences;
- v. Advanced Materials Science;
- vi. Chemical Sciences;
- vii. Physical and Mathematical Sciences;
- viii. Engineering;
- ix. Medical and Health Sciences; and
- x. Social Sciences and Humanities.

Flagship Programme

1. Renewable Energy
2. Advanced Manufacturing
3. Electronics
4. Wireless Sensor Network
5. Predictive Analytics
6. 3-Dimension Internet
7. Space Technology
8. Oceanography
9. Meteorology
10. Production System and Precision Agriculture
11. Biosurveillance
12. Tropical Emerging Infectious Diseases and Cancer
13. Food Security and Food Biotechnology based Products

Before you start

- * Read the guidelines
- * Do your homework and networking
- * 3R – Rewrite, Revise, Refine

CHANGE OF PROJECT LEADER

- * If a project leader resigns, retires or moves to another organisation, the institutional coordinator must immediately seek MOSTI's approval for a suitable replacement within the same institute.
- * The institutional coordinator must ensure that the new project leader has the necessary expertise and experience to lead the project.



MINISTRY OF SCIENCE, TECHNOLOGY AND INNOVATION, MALAYSIA

SCIENCEFUND
GUIDELINES FOR APPLICANTS

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Example Title

- * **Assessing Consumer's purchasing behavior toward local agricultural products**
- * Clear and concise
- * Key words: Consumer behavior, decision making process, purchasing process, local agricultural products

Objectives of the Project

- A. Specific Objective
- B. Type of research
- C. Research Cluster, SEO Category, SEO Group, SEO Area
- D. Field of Research,
Primary/Secondary Field of Research - FOR Category,
FOR Group, FOR Area

Objectives of the Projects

General objective:

The research aims to study the **consumer behavior** towards the **purchasing of local agricultural products** in Malaysia. Also, to isolate the **underlying reasons** or factors which, may account for **differences in spending plan and purchasing behavior** towards local agricultural products.

Specific objectives:

1. To identify the socioeconomic factors that influence consumer towards purchasing of local agricultural products.
2. To identify the relationship between socioeconomic factors and spending plan.
3. To investigate the various patterns of behaviors that occur during the purchasing of local agricultural products.

Research Background

- * Literature Review Summary
- * Related Research

Research Approach

A. Research Methodology

- Data collection, sampling, study area, survey tool, data analysis

B. Project Activities

C. Key Milestones

D. Risks of the Project – Technical/Timing/Budget

E. Time Schedule: Start date/Completing date/Duration

Benefits of the Project

- * **Output Expected**

- Factors such as criteria of local agricultural products affecting consumer buying habits/preferences

- * **Human Capital and expert development**

- Research staff with new specialization
- Bachelor

Research Collaboration

- A. Institutions involved in the Project**
- B. Industries involved in the Project**
- C. Project Team** – Project Leader, Researchers, Support Staff, Contract Staff

Direct Expenses Estimation Worksheet (Read 1.9 Scope of Funding)

Expenses Categories and Items	Year 2	Year 1	Total
Temporary and contract personnel (V11000) - only 2 temporary or contract staff RM2500/mth incl SOCSO/EPF			
Travel & Transportation (V 21000) – only once, MAS/Air Asia - Travel & transportation to conduct survey (economy class) - Attending local conferences and workshop (oral) - Apply to MOSTI copy of abstract/paper - Must be budgeted			15000 15%
Rental (V 24000) – building space, equipment, transportation			
Research materials & supplies (V26000) - detail of cost/quantity No utilities, books, stationeries, subscription to journals etc			
Minor modifications & repairs (V28000)			
Special Services (V29000) – itemized, related to project only			
Special Equipment, Accessories (V 35000)			40%

Special Equipment and Accessories

Justification for purchase of specialised equipment must be given. Project leader will need to provide information on availability of such equipment and why it cannot be used or shared.

Accessories needed include items that are necessary to upgrade the capability of existing equipment directly related to the project.

Purchasing of equipment must be made in the first year. Purchasing of **personal computer, laptop, printer, server, scanners are not allowed.**

Researchers are encouraged to share R&D equipment and avoid purchasing of the same R&D equipment within the same Research Institutions.

Funding for specialised equipment and accessories is up to a maximum of 40% of the total project expenses.

Note: All specialised equipment/software directly related to the project must be itemised. Applicants need to provide justifications, specifications, quotations and estimated costs for such purchases.

Project Cost

- A. Salaried Personnel costs
- B. Direct Project Expenses
- C. Total Project Cost

Summary of Project Funding

ScienceFund

Internal Fund

Other sources

Disburspemn

Contractual Matters

- A. Contractual obligations under the project
- B. Ownership of intellectual property rights

CHAPTER 5: PROJECT IMPLEMENTATION AND MONITORING

5.1 PROJECT IMPLEMENTATION AND MONITORING

- All projects must be conducted in accordance with the terms and conditions outlined in the ScienceFund Agreement.
- The project will be closely monitored to ensure that they are carried out successfully. Researchers are required to submit the following reports through the Institutional Coordinator via <http://ernd.mosti.gov.my>.
- **Progress Report (PR)** must be submitted before 31 January and 31 July each year. These reports will be used to monitor the progress of the project as well as determine the timing of the fund disbursements. This will take into account milestones achieved as well as 50% expenditure of the amount already disbursed. It is the project leader's responsibility to ensure that the correct and updated information related to the milestone achievement and expenditure are reported. Failure to submit the Progress Report is a serious omission that will result in the withholding of further fund disbursement or possible termination of project. The report can also be used to apply for changes in timeline for milestone achievement and project schedule.
- **End of Project Report (EPR)** should be submitted within three (3) months after project completion. All publications must acknowledge MOSTI's contribution as a fund provider. The End of Project Report requires the following information:
 - ❖ Direct outputs of the project;
 - ❖ Extent of achievement of the original project objectives;
 - ❖ Technology transfer and commercialisation approach;
 - ❖ Benefits of the project, particularly project outputs and organisational outcomes;
 - ❖ Assessment of the project team, research approach, project schedule and project costs; and
 - ❖ Sectoral/national impacts of the project.
 - ❖ Technical Report of the project

Note: The outcome of research under ScienceFund that has commercial potential can be considered for additional funding under the Pre-Commercialisation funding category.

The reports will be reviewed by the panels at MOSTI through the:

- **Progress Assessment Report (PAR)**
- **Outcome Assessment Report (OAR)**

MOSTI reserves the right to call for periodic information on progress or to conduct site visits even after the project has been completed.

Evaluation of Science Fund applicants

Nearly **50%** or more of the applicants submitted sub-standard research proposals.

- Not meeting the Science fund requirement and eligibility
- **Lack of:**
- research of experience of the applicant (very junior with basic degree)
- experienced research leader to co-ordinate/ lead.
- consistency in their field of specializations (keep jumping one field to other)
- clear objective and methodology in the proposal
- proper CV with list of publications of the applicants
- vision e.g. either to solve the problems or to develop socio-economy
- lack of justifications for budget (many inflated budget)

Roles And Responsibilities Of The Evaluation Committee (EC)

- a) To assess **technical** and **commercial potential** (where applicable) **merits** based on given criteria;
- b) To assess **project costing** based on **scope of funding**:
Basic or applied research **eligible expenses**;
- c) To assess applicants' **technical teams**
- d) To **judiciously** assign marks.
- e) To assess the applicants' **management capabilities**.

End of Project Report

- A. Description of the Project
- B. Objectives of the Project
- C. Objective Achievement
- D. Technology Transfer/Commercialization Approach
- E. Assessment of Research Approach
- F. Assessment of the Project Schedule
- G. Assessment of Project Cost
- H. Additional Project Funding Obtained
- I. Benefits of the Project – Direct Outputs, Organisational Outcomes, and National Impact

GOOD LUCK!!!

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