

FORM URGs – FORM 1

OFFICE OF GRADUATE STUDIES & RESEARCH
UNIVERSITY OF THE BAHAMAS
UNIVERSITY RESEARCH GRANT SCHEME (URGS)
APPLICATION FORM

(Update: September 2019)

[All forms must be typed. Expand the rows of the form if need to. Incomplete Forms will be rejected.]

A	TITLE OF PROPOSED RESEARCH	
B	DETAILS OF RESEARCHER	
B (i)	Name of Project Leader (Principal Investigator)	ID / Employee Number
B (ii)	Position -- Please tick (✓) <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"><input type="checkbox"/> Professor</div> <div style="text-align: center;"><input type="checkbox"/> Assist. Professor</div> <div style="text-align: center;"><input type="checkbox"/> Assoc. Professor</div> <div style="text-align: center;"><input type="checkbox"/> Lecturer</div> </div> <div style="margin-top: 10px;"><input type="checkbox"/> Others:</div>	
B (iii)	Faculty / Academic Unit / Centre (Please provide full address)	
B (iv)	Office Telephone No.:	Mobile No.:
B (v)	E-mail Address	
B (vi)	Date of first appointment with the University of The Bahamas	

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B (vii)	<p>Type of Work Contract (√)</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <input type="checkbox"/> Permanent </div> <div style="text-align: center;"> <input type="checkbox"/> Contract (State contract expiry date)_____ </div> </div>
C	RESEARCH INFORMATION
C (i)	<p>Research Area -- Please place (✓) to as many as apply</p> <p>A. Studies on Business, Hospitality & Tourism</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Business <input type="checkbox"/> Culinary </div> <div> <input type="checkbox"/> Tourism <input type="checkbox"/> Others (please, specify): </div> <div> <input type="checkbox"/> Hospitality <input type="checkbox"/> </div> </div> <p>B. Studies on Pure & Applied Sciences</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Chemistry <input type="checkbox"/> Mathematics <input type="checkbox"/> Nursing <input type="checkbox"/> Others (please, specify): </div> <div> <input type="checkbox"/> Environment <input type="checkbox"/> Physics <input type="checkbox"/> Allied Health </div> <div> <input type="checkbox"/> Life Sciences <input type="checkbox"/> Technology </div> </div> <p>C. Studies on Liberal & Fine Arts</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Communication <input type="checkbox"/> Others (please, specify): </div> <div> <input type="checkbox"/> Creative Arts <input type="checkbox"/> </div> <div> <input type="checkbox"/> English </div> </div> <p>D. Studies on Social and Education</p> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Education <input type="checkbox"/> Others (please, specify) </div> <div> <input type="checkbox"/> Social Sciences </div> </div> <p>E. Others (not listed in the above category) Please, specify: _____</p>
C (ii)	<p>Location of Research (Example): Chemistry Lab, Oakes Field Campus, UB, Nassau</p>
C (iii)	<p>Duration of this research (Maximum 12 months)</p> <p>Duration: _____</p> <p>From (date): _____</p> <p>To (date): _____</p>

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C (iv)	Other Researchers					
	No.	Full Name	ID / Employee Number	Faculty / Academic Unit / /Center	Academic Qualification / Designation	Signature
	1					
	2					
	3					
	4					
	5					
C (v)	Other research projects that have been completed or are ongoing by researchers for the last three years (if any). Please provide title of research, duration, year commenced and year ending (Please, expand the cells below if necessary.)					
	Title of Research (Project ID if any)			Duration	Start Date	End Date

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C (vi)	Please furnish information on related academic publications that have been published by the researcher(s) for the last three (3) years. (Example: Journals, Books, Chapters in books, etc.) Please, expand the cells below if necessary.		
	Title of publication	Name of journals/ books/Vol./Issue/ISBN	Year published
	C (vii)	Executive Summary of Research Proposal (maximum 300 words) (Please include the background of research, concise literature review, objectives, research methodology and expected outcomes from the research project)	

C(viii)	<p>Detailed proposal of research project</p> <p>(a) Research background including Hypothesis/Research Questions and Literature Reviews</p> <p>(b) Objective (s) of the Research Example: This study embarks on the following objectives: 1. To investigate 2. To assess..... 3. To investigate 4. To make recommendation based on</p> <p>(c) Methodology Please state in the form</p> <p>1. Description of Methodology</p> <p>2. Flow Chart of Research Activities</p> <p>3. Gantt Chart of Research Activities</p> <p>4. Milestones and Dates</p> <p>(d) Expected Results/Benefit</p> <p>1. Novel theories/New findings/Knowledge</p> <p>2. Research Publications</p> <p>3. Specific or Potential Applications</p> <p>Number of PhD, Masters, and/or undergraduate students who will be working on the project</p>
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D	ACCESS TO EQUIPMENT AND MATERIAL (if needed)	
	Equipment	Location
	Example: <i>HRTEM</i> XRD	UB Campus, Nassau

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E	BUDGET				
Please indicate your estimated budget for this research and details of expenditure.					
	Budget details	Amount requested by applicant			
E (i)	Stipend Undergraduate / Graduate Research Assistant <i>Please specify in details the breakdown.</i>	First 6 Months (\$)	Second 6 Months (\$)	Total (\$)	Amount approved by Research Committee (\$) (Please Indicate the overall Budget) (Filled by OSRG)
E (ii)	Travelling and Transportation <i>Please specify in details the breakdown.</i>				
E (iii)	Rental Rental of car/boat/ equipment for research <i>Please specify in details the breakdown.</i>				
E (iv)	Research Materials & Supply <i>Please specify in details the breakdown.</i>				
E (v)	Maintenance & Minor Repair Service Servicing equipment purchased for the research <i>Please specify in details the breakdown.</i>				
E (vi)	Professional Services <i>Please specify in details the breakdown.</i>				
E (vii)	Accessories & Equipment <i>Please specify in details the breakdown.</i>				
	TOTAL AMOUNT				

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F	Declaration by applicant (Please tick, ✓)
	<p>I hereby confirm that:</p> <p><input type="checkbox"/> 1. All information stated here are accurate and original. OSRG and the Research Advisory Committee have the right to reject or to cancel the offer without prior notice if there is any inaccurate information given.</p> <p><input type="checkbox"/> 2. Application of this research is presented to the University Research Grant Scheme (URGS) only.</p> <p><input type="checkbox"/> 3. Application of this research is also presented for the other research grant/s (grant's name and total amount). Please specify:</p> <p>_____</p> <p>Date: _____ Applicant's Signature: _____</p>

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G	Recommended by Dean (Please tick, ✓)
	<p>[In the <u>absence</u> of the DEAN the Chair/HOD can sign on behalf of the Dean.]</p> <p><input type="checkbox"/> A. Highly Recommended</p> <p><input type="checkbox"/> B. Recommended</p> <p><input type="checkbox"/> C. Not Recommended (Please, specify reasons):</p> <p>_____</p>
	<p>Comments:</p> <p>Name: _____ Signature: _____</p> <p>Date: _____</p>

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H	Recommended by Research Advisory Committee (Please tick, ✓)
	<div data-bbox="370 394 431 453"><input type="checkbox"/></div> A. Highly Recommended <div data-bbox="370 499 431 558"><input type="checkbox"/></div> B. Recommended <div data-bbox="370 604 431 663"><input type="checkbox"/></div> C. Not Recommended (Please, specify reasons): <div data-bbox="464 695 1357 701" style="border-bottom: 1px solid black; height: 10px; margin-top: 5px;"></div>
	<p>Comments:</p> <p>Name: _____ Signature: _____</p> <p>Date: _____</p>
	<p><i>APPLICATIONS SUBMITTED WILL BE TREATED IN FULL CONFIDENCE. THE DECISION OF THE UNIVERSITY RESEARCH GRANT SCHEME AWARDED BY THE RESEARCH COMMITTEE AND ENDORSED BY THE PROVOST IS FINAL.</i></p>