**Call for Applications: NSU Research Grants (2023-2024)**

North South University Conference Travel and Research Grants Committee (CTRGC) invites research proposals from full-time NSU faculty members, for the fiscal year 2023-2024 grant cycle. Applications should be for *research* projects, although conference travel grant requests will be accepted and processed for CTRGC review. Faculty are expected to understand that the research grants are “seed” grants, hence the grant award limit as stipulated in CTRGC policy.

Proposals can be submitted for basic and/or applied research as normally pursued in business and economics, engineering, mathematics, physical sciences, health and life sciences, humanities, law, and the social sciences. Interdisciplinary research proposals are also welcome. *Ceteris paribus*, first-time applicants and applications having an inter-institutional collaborative component will be given priority. *A faculty on leave (sabbatical leave, study leave, extraordinary leave) is not eligible to apply.* Normally, each faculty member will be eligible for no more than one research grant per grant cycle as well as one conference travel grant and related expenses per academic year. Exceptions to this rule may be granted only by recommendation of the Director, OR-NSU, and as authorized and approved by the Vice Chancellor. Such approval must account for the School Dean’s certification that the research project is feasible for completion within the project timeline while accounting for the total assigned annual workload (inclusive of teaching, research and service).

Successful applicants will be awarded a research grant in an amount approved by NSU authority according to internal approval procedure (see OR-NSU Flow Chart for CTRGC CFA and Approval Process, URL: http://www.northsouth.edu/research-office/research-grant/).

NSU authority seeks to nurture early career researchers by providing them with financial resources that aid in promoting their research agendas and in helping NSU to realize an enhanced research capacity, with promising research results having national, regional, and global impact. NSU also gives priority to inter-institutional and international collaborative research, in which case proposals should identify co-investigators accordingly.

Faculty are to submit the completed application in the prescribed electronic form (*see template provided by OR-NSU*) **by 12 July 2023,** to OR-NSU (email: mostafizur.rahman09@northsouth.edu).

**New Review Process:** The OR-NSU will assign a code number to each research grant application and, per CTRGC decision, will anonymize all applications for the process of merit review undertaken by both the School Scientific Review Committee (SRC) and external reviewers. Each SRC shall review all research proposals from the respective school faculty for *scientific merit* and the *appropriateness of the itemized budget*. The SRC is authorized to recommend approval, tentative approval with revision (requiring re-submittal and review for approval before submitting approved proposals to OR-NSU), or disapproval/rejection. Depending on the research protocol of the given proposal and other factors (e.g., inflationary costs associated with procurement of supplies and/or equipment, standardization of research assistant salaries, etc.), the School SRC may modify (reduce or increase) the proposed itemized budget.

The NSU CTRGC, chaired by the Vice Chancellor, will review for prospective funding only those research proposals approved (short-listed) by the School SRCs. After CTRGC review, the Vice Chancellor, as chair of the committee, will submit the CTRGC’s recommendation to the Syndicate and Board of Trustees (BOT) for final approvals. Per approved BOT approved process, 50% disbursement of research grant funds may be made through the office of Finance & Accounts at the time of approval of the CTRGC meeting minutes. The Director, OR-NSU, will provide due notice accordingly. The remainder will be disbursed after BOT approval of the minutes or as authorized by the Vice Chancellor in consultation with the BOT.

All faculty are expected to comply with their scientific, ethical, and fiduciary obligations when conducting funded research and are to be mindful of governing NSU policies in relation to human subjects protections, animal care and use, biosafety and biosecurity, and research misconduct. Faculty grant recipients must adhere to (1) timely submittal of research completion reports to the Office of Research-NSU by the completion date provided by the Office of Research-NSU and (2) procedures expecting accurate and timely accounting of expenditures when requested by the Finance & Accounts office.

It is expected that faculty presenting papers (not abstracts) at conferences and/or completing research and publishing research results supported by NSU research funds will deposit copy of published proceedings, journal article, book chapter, or book with the NSU Library for archiving and public circulation as appropriate to NSU Library procedures.

**TEMPLATE FOR NSU CTRG RESEARCH GRANT APPLICATION (2023-2024)**

**(OR-NSU Assigned Grant Application Code: \_\_\_\_\_\_\_\_\_\_\_\_;** *leave blank for OR-NSU to complete****.*)**

1. **Principal Investigator (PI)**

|  |  |
| --- | --- |
| Full Name |  |
| Faculty Initial [block letters] |  |
| Designation |  |
| Department |  |
| Phone |  |
| Email |  |

1. **Title of Research Project**

|  |
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|  |

1. **Identify the School Research Strategy Priority to which this research project contributes**

(check with your School Research Coordinator for any question about this):

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1. **Have you applied for an NSU grant before?** [ ]  Yes [ ]  No

(if yes, state application date and result—approved for funding; not approved; research results published—yes or no. If yes, provide publication information)

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1. **NSU Co-investigators [Co-I]** (*if any; add cells as required*)

|  |  |  |  |
| --- | --- | --- | --- |
|  | Co-I 1 | Co-I 2 | Co-I 3 |
| Full Name |  |  |  |
| Faculty Initial  |  |  |  |
| Designation |  |  |  |
| Department |  |  |  |
| Phone |  |  |  |
| Email |  |  |  |

1. **Inter-institutional collaboration/ External Co-Investigator** (if any): Identify investigator names, titles, affiliations, role/function in the proposed research and any matching NSU funding required or expected external funding.

|  |  |  |
| --- | --- | --- |
|  | Co-I 1 | Co-I 2 |
| Full Name |  |  |
| Designation/Title |  |  |
| Affiliations |  |  |
| Phone |  |  |
| Email |  |  |
| Role/Function |  |  |

Matching Funding Required or Expected: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Research Assistants [RA]** (*if any, including undergraduate/graduate students—complete if this information is known at the time of application; if not, then include requested RA amount in the itemized budget*)

|  |  |  |  |
| --- | --- | --- | --- |
|  | RA 1 | RA 2 | RA 3 |
| Full Name |  |  |  |
| Designation |  |  |  |
| Department |  |  |  |
| Phone |  |  |  |
| Email |  |  |  |

1. **Place/facilities where the research will be conducted**

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| --- |
|  |

1. **Type of research**

[ ]  Basic Research/ Science [ ]  Applied Research/ Science

[ ]  Literature-based [ ]  Experimental Development/ Innovation in Technology

1. **Proposal Type:** [ ]  New proposal [ ]  Continuation of previously approved proposal
2. **Expected time to complete the research proposed** (*Note:* *cannot exceed one calendar year*):

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1. **Work Plan of the proposed research** (please use separate sheets as necessary for the information provided)
2. **Estimated total budget amount for the proposed research**. **Detail itemized budget components on separate sheets**. (Note: Any budget item for computing hardware must be cleared with NSU IT office as part of need assessment. Normally, because CTRGC research grants are “seed” grants, a research proposal is to be funded at **BDT 500,000 maximum**. However, as appropriate to the type of research and/or inclusion of external collaborations, the CTRGC will review proposals requesting a higher budget amount if recommended favorably by the School Scientific Review Committee. Such a recommendation must have the justification stated explicitly. Such proposals are considered exceptional and require approval by the Vice Chancellor during CTRGC review.):

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| **BDT:** |

 *[Note: All non-disposable items in budget remain NSU property, e.g., software, hardware, equipment and, as appropriate to the item, are to have a property tag attached when procured. \*\*****Check here to certify any budgeted computing hardware has been need-assessed by NSU IT: \_\_\_\_\_\_\_]***

1. **How will the research results be disseminated?**

[ ]  SCOPUS-indexed journal\* [ ]  Other acceptable indexed journal

[ ]  Research Monograph [ ]  Conference proceeding

[ ]  Book chapter [ ]  Book

\*identify three SCOPUS-indexed or alternative discipline-recognized index journals you may consider as publication option for dissemination of research results;

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1. **Institutional Biosafety Clearance (explain any biosafety issues)**

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1. **Ethical clearance (Check if applicable)**

[ ]  For Human subjects/ participants: Institutional Review Board (NSU IRB/ERC)

[ ]  For Animal model studies: Institutional Animal Care & Use Committee (NSU IACUC)

1. **Socio-economic goal of this research** *(per UGC data information)*

[ ]  Exploration & Exploitation of the Earth [ ]  Environment

[ ]  Exploration & Exploitation of Space [ ]  Energy

[ ]  Transport, telecommunication, and other infrastructures [ ]  Health

[ ]  Industrial production & technology [ ]  Agriculture

[ ]  Culture, recreation, religion, and mass media [ ]  Education

[ ]  Political & social systems, structures, and processes [ ]  Defense

[ ]  General advancement of knowledge

1. Provide a complete proposal narrative consistent with your discipline's expectations, but including elements such as project aims/objectives, specification of research methods to be used (laboratory, field, statistical, etc.), justification for award in view of your school's and university's Research Strategy and department research objectives (check with the School Research Coordinator if unsure), expected research project outcomes, whether there is need for ethical clearance (for human subjects/participants, review by NSU IRB/ERC; for animal studies, review by NSU IACUC), etc. \*\**The PI’s publication record should be included only in an appendix, not in the proposal narrative. Do not include any self-identifying information in the narrative or refer to specific publications the PI has authored*. This will assure blind review of the proposal by both the School SRC and the external reviewer.
2. Any queries concerning the grant application or proposal review process may be directed to the OR-NSU (Mr. Mostafizur Rahman, Ext. 6465, or to the Director, Ext. 1070).

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| Signature: |  |  |
| Name:  |  |  |
| **Name & Signature of Principal Investigator** |  | **Date** |