GUIDELINES FOR PROVIDING FUNDING FOR RESEARCH SYMPOSIA

In order to enhance the research culture within the university and improve collaboration with international researchers, the University of Kelaniya has decided to provide funding to conduct research symposia at the Departmental level and Faculty level in addition to the University level.

The main objectives of this funding scheme are to improve the awareness of research carried out within the university among the staff and students, provide a platform to exchange ideas and disseminate research findings, and to encourage research collaboration with other universities and institutions both within Sri Lanka and abroad. Funding for symposia will be awarded once only per year. Provided there is more than one University level symposia, the decision will be taken by the Research Council on case by case basis. These guidelines will be made effective from the 01st September 2018.

Terms and Conditions

1. The maximum amounts of funding provided **are as follows**
   - Departmental level: LKR 100,000.00 – **should be organized and contributed by the relevant department**
   - Faculty level: LKR 500,000.00 – **At least 70% of the departments should be contributed**
   - University level/Golden jubilee/silver jubilee: LKR 1,000,000.00
   - Centre level: LKR 200,000.00 – (for Inter disciplinary study centers)
   - International level: LKR 1,000,000.00
   - Student symposium: LKR 50.000.00

2. The research council decided to grant funds using the following scheme for student research symposia for joint requests from more than one department to organize one student symposia in collaboration.

No. of Departments involving	Proposed Amount (LKR) of financial support per Annum
01	50,000.00
02	75,000.00
03	100,000.00
04	150,000.00
>04	200,000.00

   Contribution involves presenting articles, serving on review panels, organizing logistics etc

3. The detailed account on the estimated budget should be submitted with application.

4. When the funds are approved, an advance will be provided to the Coordinator. The advance should be spent and settled as per the university financial regulations.

5. Participation of foreign researchers **to the symposium should be encouraged.**

6. The abstracts submitted to the symposium should be refereed by eminent persons in the relevant field.

7. The referees of the abstracts may be remunerated with honoraria.

8. Proceedings of the symposium containing the abstracts that are accepted for presentation should be printed before the symposium to be distributed among participants.

9. The proceedings should contain the University vision and mission statements.

10. Three copies of the proceedings should be handed over to the main library of the University within one week from the last day of the symposium.

11. PDF version of the proceedings should be handed over to the Research council within one week from the last day of the symposium. This will be published in the university **e- repository.**

12. The organizers are encouraged to send the copies of the proceedings containing the abstracts to other universities and relevant institutions.

13. Additional funding, if required, may be sought from other sources.

14. Members of the organizing Committee are not entitled to any payment.

15. All the applications should be **submitted to the chairman Research Council** at least four months before the event by the Coordinator of the symposium through the recommendations of Director/FRC, HOD and Deans **as applicable.** The applications from Interdisciplinary **study centers should be submitted** directly **to the Chairman Research   Council with a copy** to the Vice Chancellor.

16. The International Symposia are expected to comprise with adequate international participants.

17. Joint symposia are encouraged and can be approved if the publications of proceedings will be added to **University of Kelaniya** e-repository.

18. If there are parallel sessions, the organizers may consider bridging sessions for publicity.