



**Research Council  
UNIVERSITY OF KELANIYA**

RESEARCH GRANT APPLICATION FOR SABBATICAL LEAVE RESEARCH FELLOWSHIP

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<b>CHECK LIST</b>	
<b>Completed application form</b>	<input type="checkbox"/>
<b>Curriculum vitae of all Investigators</b>	<input type="checkbox"/>
<b>Research grants record</b>	<input type="checkbox"/>
<b>Information of Collaborator/s</b>	<input type="checkbox"/>
<b>Concurrence of the institution/s which facilitates the research</b>	<input type="checkbox"/>
<b>Gantt chart</b>	<input type="checkbox"/>

*Please indicate whether the application is:*

*New Proposal*

*Revised and Resubmitted*

**SECTION A****1. Project Title**

*The title of the project should be brief, reflect concisely and accurately the proposed project and intelligible to a scientifically or technically literate reader. Applicants are advised to avoid titles which convey a distant or potential application of the proposed work, or a greater aspiration or goal than is to be expected from the proposed work.*

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**2. National Relevance of the Research Proposal**

*Please select only the most relevant area of the Research proposal*

<input type="checkbox"/>	No Poverty	<input type="checkbox"/>	Reduced Inequalities
<input type="checkbox"/>	Zero Hunger	<input type="checkbox"/>	Sustainable Cities and Communities
<input type="checkbox"/>	Good Health and Well – Being	<input type="checkbox"/>	Responsible Consumption and Production
<input type="checkbox"/>	Quality Education	<input type="checkbox"/>	Climate Action
<input type="checkbox"/>	Gender Equality	<input type="checkbox"/>	Life Below Water
<input type="checkbox"/>	Clean Water and Sanitation	<input type="checkbox"/>	Life On Land
<input type="checkbox"/>	Affordable and Clean Energy	<input type="checkbox"/>	Peace, Justice and Strong Institutions
<input type="checkbox"/>	Decent Work and Economic Growth	<input type="checkbox"/>	Partnerships for the Goals
<input type="checkbox"/>	Industry, Innovation and Infrastructure	<input type="checkbox"/>	other (state the relevant area)

Source: <https://sustainabledevelopment.un.org/?menu=1300>

**3. Project Period**

<input type="checkbox"/>	3	Months
<input type="checkbox"/>	6	Months
<input type="checkbox"/>	1	Year
<input type="checkbox"/>	1	Years 3 months
<input type="checkbox"/>	1	Years 6 months
<input type="checkbox"/>	2	Years

<b>4. Total Budget</b>

<b>5. Investigators</b>	
<i>Annex CVs' and list of publications of all Investigators during the last 10 years.</i>	
<b>Principal Investigator (PI)</b>	
<i>Principal Investigator should have a postgraduate research degree (PhD, MPhil) and publications/patents in the relevant area. Applicants with MSc, MD or MS qualifications should have minimum of one-year research component in the course and publications in the relevant area.</i>	
Name and Designation:	Mailing address :
Institution:	Telephone Office : Mobile :
Area of expertise related to the proposed project:	Fax : E-mail :
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period:	
If the PI is planning to take leave (> 2 weeks) during the project period, state the responsible person for the project:	
<b>Co-Investigator/s</b>	
<i>Co-Investigators should have postgraduate qualifications and research experience supported with publications/patents. Any other member of the research group who does not meet these criteria and expatriates/foreign scientists could be listed only as Collaborators. Those who wish to read for postgraduate degrees under the proposed project are not eligible to be Co-Investigators</i>	
<b>Co- Investigator -1</b>	
Name and Designation:	Mailing address :
Institution:	Telephone Office : Mobile :
Area of expertise related to the proposed project:	Fax : E-mail :
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period:	

<b>Co-Investigator – 2</b>	
Name and Designation:	Mailing address :
Institution:	Telephone Office : Mobile :
Area of expertise related to the proposed project:	Fax : E-mail :
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period:	
<b>Co-Investigator – 3</b>	
Name and Designation:	Mailing address :
Institution:	Telephone Office : Mobile :
Area of expertise related to the proposed project:	Fax : E-mail :
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period:	

<b>Collaborator/s</b>	
<i>Letters of Consent should be provided</i>	
<b>Collaborator – 1</b>	
Name and Designation:	Mailing address :
Institution:	Telephone : Fax : E-mail :
The contribution expected to be provided for the research project:	
<b>Collaborator – 2</b>	
Name and Designation:	Mailing address :
Institution:	Telephone : Fax : E-mail :
The contribution expected to be provided for the research project:	

<b>6. Institution/s where research is to be performed</b>
<b>Principal Institution</b>
<b>Other Institution/s</b>

**SECTION B**

\* Names and affiliations ***should not be mentioned*** in section B.

**Title of the project** :

**Duration** :

<p><b>1. Summary</b>                  (a) Explain briefly the research problem, research approach and expected outputs.  <i>Not exceeding one A4 page, font type Times New Roman, size 11, single space.</i></p>
<p>(b) Give 3 – 5 keywords for the proposed project:</p>

**2. Research Problem**

2.1 Research problems/s, analysis of the problem/s & rationale for the research question. (Refer to Research Council guidelines for Sabbatical leave Research Fellowship)

**3. Comprehensive literature review (local and international including recent literature) AND the complete list of references in the relevant area.**

**3.1 International**

**3.2 Local**

**4. Originality & innovativeness of the proposed work (Refer to Research Council guidelines for Sabbatical leave Research Fellowship)**

**5. Overall aim and specific objectives of the proposed work**

5.1 Overall aim

5.2 Specific Objective/s

<b>6. Methodology</b>
6.1 Describe the Methodology <i>(Attach additional sheets if necessary)</i>
6.2 Experimental design where applicable <i>Please complete relevant sections</i>
6.2.1 Data/sample collection
6.2.2 Study site
6.2.3 Describe the study group and controls
6.2.4 Validation and quality control of methods
6.2.5 Cost effectiveness of proposed methodology
6.3 Describe the method of data analysis



<p><b>7. Feasibility</b></p>
<p>7.1 Human resource requirement</p>
<p>7.1.1 Principal Investigator  <i>Names and affiliations <b><u>should not be mentioned.</u></b></i>                  Describe knowledge and research experience in the area related to the project work (<i>Please <b><u>do not</u></b> include publications; <b><u>word limit -100 words</u></b></i>)</p>
<p>7.1.2 Co-Investigator - 1  <i>Names and affiliations <b><u>should not be mentioned.</u></b></i>                  Describe knowledge and research experience in the area related to the project work (<i>Please <b><u>do not</u></b> include publications; <b><u>word limit -100 words</u></b></i>)</p>
<p>7.1.3 Co-Investigator - 2  <i>Names and affiliations <b><u>should not be mentioned.</u></b></i>                  Describe knowledge and research experience in the area related to the project work (<i>Please <b><u>do not</u></b> include publications; <b><u>word limit -100 words</u></b></i>)</p>
<p>7.1.4 Co-Investigator - 3  <i>Names and affiliations <b><u>should not be mentioned.</u></b></i>                  Describe knowledge and research experience in the area related to the project work (<i>Please <b><u>do not</u></b> include publications; <b><u>word limit -100 words</u></b></i>)</p>

7.2 Work plan Please attach the quarterly Gantt Chart to cover the proposed study.	
7.3 Indicators & milestones of progress <i>Please list the milestones and indicators that will be used to measure the progress of the proposed Study</i>	
<b>8. Ethical consideration</b> <i>(Ethical clearance should be submitted within one month of the deadline for submission of application)</i>	
Relevance to the project	Relevant <input type="checkbox"/> Not relevant <input type="checkbox"/>
If relevant, Ethical clearance obtained?	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If Yes, attach copy to the application</i>
If No, applied for Ethical clearance?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>9. Indicate the human &amp; environmental safety issues related to the project and how they are being addressed</b>	
<b>10. Budget</b> 10.1 Financial support (*Refer to Research Council guidelines for Sabbatical leave Research Fellowship)	
Have you applied/planning to apply for funding from any other source for the proposed research? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If Yes, Please indicate the percentage budget for Research Assistant post if the research done in Sri Lanka.</i>	
Is the proposed project currently being funded by any other source?	
If <u>Yes</u> to above question/s, please give details and justify the request for co-funding from the University of Kelaniya?	

10.2 Summary of the Budget			
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	Total
<b>(1) Personnel</b>			
(i) Chief Investigator			
(ii) Research Assistant			
(iii) Technical Assistant			
(iv) Labour/Other			
Sub Total (Personnel)			
<b>(2) Equipment</b>			
<b>(3) Consumables</b>			
<b>(4) Sample Analysis</b> (if outsourced)			
<b>(5) Statistical analysis</b>			
<b>(6) Calibration of instruments</b>			
<b>(7) Postgraduate registration fees</b>			
<b>(8) Travel &amp; Subsistence</b>			
<b>(9) Miscellaneous</b>			
<b>GRAND TOTAL</b>			

- In case if the fund is allocated, the cost of accommodation should not exceed 1/3 of the total grant.

<b>11. Budget justification</b>			
11.1 Laboratory Equipment			
Type/Model/Supplier	Qty	Estimated Cost (Rs.)	Availability of the Equipment at the Faculty/Institution
Total			
11.2 Consumables			
<p><i>Attach the list and give a complete description of <u>type</u> (e.g. Chemicals, glassware etc), <u>quantity</u> (justify the quantity and type) and estimated <u>cost</u>. Avoid over- estimation and include only the necessary consumables for this project.</i></p>			
11.3 Sample analysis (if outsourced)			
<p><i>Institution/department, type of analysis, no. of samples, estimated cost</i></p>			
11.4 Statistical analysis			
<p><i>Justification for requesting funds</i></p>			

11.5 Calibration of Instruments
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**11.6 Travel and Subsistence**  
*As far as possible the Investigator should combine field work under the project with his/her work in the Institution. What should be requested for is additional travelling that cannot be carried out in the course of the Investigator's other duties.*

*Give a detailed breakdown for each year with justifications of the cost figures given in summary budget. Indicate no. of field visits, places to be visited and any other relevant details. Refer rates of payment.*

Year 1			
Travel			
Places to be visited	Distance (Km)	No. of visits	Total cost for transport

Year 2			
Travel			
Places to be visited	Distance (Km)	No. of visits	Total cost for transport

**11.7 Miscellaneous**  
*Give complete breakdown with estimated cost.*

Items	Year 1	Year2	Total

**12. Expected Research Outputs**

*Deliverables at the end of the project in point form*

**13. Research Outcomes**

*Significance of research outcomes and the impact on national/socio-economic development of Sri Lanka.*

**14. Signature of Investigators**

- (a) .....  
(Principal Investigator)
- (b) .....  
(Co-Investigator -1)
- (c) .....  
(Co-Investigator -2)
- (d) .....  
(Co-Investigator -3)

**15. Recommendations**

*When forwarding applications, the Signatories are expected to consider the following aspects.*

- **No duplication in funding**
- **The applicant will be able to devote sufficient time to carry out the project.**  
*(If the applicants are from different Institutions, recommendations from each Institution should be submitted)*

**16.1 For Principal Investigators from Universities**

I confirm that I have read the application and that the facilities will be made available for this project (Refer Item 11.10). The application is recommended.

.....  
Signature of Head of the Department

.....  
Date

I recommend and forward the application.

.....  
Signature of Director/ Research Centre

.....  
Date

I recommend and forward the application.

.....  
Signature of Dean/Faculty

.....  
Date

I recommend and forward the application.

.....  
Signature of Chairman/ Research Council

.....  
Date

**Annex 1**

<i>Research Grants Record (ongoing and completed) of the Principal Investigator during the last 05 years (2012-2016) (University of Kelaniya and other funding sources)</i>						
Grant No	Duration of the Grant (Dates)	Title of the Project	Source of support	Total allocation	Status [Ongoing/Completed/ Terminated/Cancelled]	Postgraduate degrees/No. of Publications/ No. of Communications