**RESEARCH PROPOSAL**

**Insert Proposal Title in English** (here)

*Submitted under*

**Exploratory Research Grant**

*Principal Investigator,* ***Dr. Xxxxx Xxxxx, Rank***

*Department XXX*

**Date:**

**PROJECT INFORMATION**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Title** |  | | | | | | | | | | | |
| **Project Type** |  | **Basic** | | | |  | **Applied** | | | |  | **Both** |
|  | | | | | | | | | | | | |
| **Research Proposal Falls under** |  | **Renewable Energy** | | | |  | **Petrochemical Research** | | | |  | **Oil & Gas** |
|  | **Advanced Materials** | | | |  | **Carbon Capture & Sequestration** | | | |  | **Water** |
|  | **Nano Technology, Characterization, Development of Nanostructured materials** | | | |  | **Information Technology & Digitization** | | | |  | **Environment** |
|  |  | **Basic Science** | | | |  |  | | | |  |  |
|  | | | | | | | | | | | | |
| **Proposed Total Budget** | ( ) **Saudi Riyals (**Max SR. 100,000) | | | | | | | | | | | |
| **Estimated Duration** | ( )  **Months (M**ax. 24) | | | | | | | | | | | |
| **Proposed Starting Date** | **Month / Year** | | | **Ending Date** | | | | | **Month / Year** | | | |
|  | **Senior Personnel** | | | | | | | | | | | |
| **Research Team** | **No.** | | **Name / Rank** | | **Department** | | | **Role** | | **Signature** | | |
| **1** | |  | |  | | | **P I** | |  | | |
| **2** | |  | |  | | | Co-I 1 | |  | | |
| **3** | |  | |  | | | Co-I 2 | |  | | |
| **4** | |  | |  | | | Co-I 3 | |  | | |
| **5** | |  | |  | | | Co-I 4 | |  | | |
| **6** | |  | |  | | | Co-I 5 | |  | | |
| **Other Personnel** | | | | | | | | | | | |
| **7** | |  | |  | | | Ph.D. Student | | | | |
| **8** | |  | |  | | | M.S. Student | | | | |
| **9** | |  | |  | | | Engineer | | | | |
| **10** | |  | |  | | | Technician | | | | |
| **Consultant** | | | | | | | | | | | |
| **12** | |  | | | | | **Country** | | | | |
| **Keywords (max. 4)** | **1.** | | | | | | | **2.** | | | | |
| **3.** | | | | | | | **4.** | | | | |
| **Suggested Reviewers (Mandatory)** | **1.** | | | | | | | | | | | |
| **2.** | | | | | | | | | | | |
| **3.** | | | | | | | | | | | |
| **4.** | | | | | | | | | | | |
| **5** | | | | | | | | | | | |

**UNDERTAKING OF THE RESEARCH TEAM**

|  |  |  |
| --- | --- | --- |
| **The research team undertakes that:**   1. **This research proposal has not been submitted, either in part, or in full, or under different title to any funding agencies including KACST, Research Institute, Academic Development Centre, or any outside agency.** 2. **We stand to lose a chance to get financial support or any related action from the University if, at a later date, it is made known that a similar proposal submitted by us to another agency for funding.** 3. **We declare that whatever we have stated is true to the best of our knowledge and understanding.** 4. **We will inform the Deanship of Research if the PI decides to leave KFUPM for more than one academic semester at least one academic semester before his leave.** | | |
| **SIGNATURE** | **INVESTIGATOR NAME** | **ROLE** |
|  |  | **PI** |
|  |  | **CO- I. 1** |
|  |  | **CO- I. 2** |
|  |  | **CO- I. 3** |
|  |  | **CO- I. 4** |
|  |  | **CO- I. 5** |
|  |  | **\* P.I SUBSTITUTE** |

\* Name of the Faculty member who will be replacing the P.I in the event of P.I leaving the University.

**SUMMARY**

*This section should provide a summary of the proposed research project suitable for publication. The summary must not exceed one page in length (max. 500 words) and should provide a coherent, clear and concise description of the research activity that would result if the proposal eventually obtains the funding requested. It should describe the objectives and methods to be adopted during the proposed research. It should be informative to other persons working in the same or related fields and understandable to scientifically/technically literate lay readers. It should not contain any proprietary or confidential information.The explanatory notes provided in the proposal template are meant for guidance only and should be deleted thereafter*

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# **1.0 INTRODUCTION**

*The introduction should provide a brief background to the research proposal, briefly explaining the importance of the research being proposed, scope of work and conditions in which the project will be executed. A description of expected results should also be provided as well as an enumeration of fields/areas and the extent of their utilization.*

# **2.0 PROJECT OBJECTIVES**

*This section should include a clear statement of the objectives of the research being proposed as well as enumerate assumptions, as appropriate. The objectives should be precisely and clearly defined what is the question that this proposal addresses and the significance of expected results. It should be coherent, well planned and linked to tangible and measurable deliverables.*

# **3.0 LITERATURE REVIEW**

*This section should include the background for context and should explain the significance of the research issues involved. Details of the state of the art in the research field should be briefly included with references. It should clearly identify the gaps in knowledge that the proposed research will address; and indicate how it relates to work in progress or in the past by the PI and his team, and to work in progress elsewhere*.

# **4.0 DESCRIPTION OF THE PROPOSED WORK**

*This should provide sufficient information of the work to be undertaken and describe in details how the research questions raised by this proposal would be tackled. It should outline the general plan of work, including the broad design and methodology that will be adopted, and, where appropriate, provide a clear description of experimental methods and procedures as well as expected outcomes. The content of this section should be structured under the following headings.*

## **4.1 Novelty**

*This section should highlight any overlap for the proposed work with past/on-going/or other proposed research work. The proponent needs to spill out any overlaps and relation to other funded projects.*

## **4.2 Relevance of Proposed Research to the Specific Directed Areas at KFUPM**

*This section should highlight how the proposed work is in line with the specific directed areas at KFUPM.*

## **4.3 Approach, Tasks and Phases**

*Details of the approach utilized to achieve each objective of the project should be clarified and illustrated (Table 1).*

##### Table 1: APPROACH UTILIZED FOR ACHIEVING OBJECTIVES

|  |  |
| --- | --- |
| **Objective** | **Approach of achieving the objective** |
| **1** |  |
| **2** |  |
| **3** |  |
| **4** |  |
|  |  |

*Research tasks and activities should be divided into groups of assignments, listed in logical sequence and linked with the project objectives to be achieved (Table 2).*

##### Table 2: MAPPING OF PHASES AND TASKS TO ACHIEVE OBJECTIVES

|  |  |  |
| --- | --- | --- |
| **Objectives** | **Phases** | **Tasks** |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
|  |  |  |

## **4.4 Research Methodology**

*Include procedures and techniques to be used with explanation why these are considered the most suitable to the research in question; detailed description of the experiments and measurements; as well as methods to be used in data collection, analysis, and interpretation.*

## **4.5 Explain how the proposed work is similar to or different from previous work, (if any)**

## **4.6 Explain how significant this work is to the Kingdom of Saudi Arabia**

## **4.7 Management Plan**

*Indicate how each member of the project team would be involved (with durations) in executing specific tasks relating to the project (Table 3).*

##### Table 3: ROLE AND INVOLVEMENT DURATION OF RESEARCH TEAM

|  |  |  |
| --- | --- | --- |
| **Team Members** | **Role** | **Duration**  (months) |
| Senior Personnel: |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Other Personnel: |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## **4.8 Project Expected Deliverables**

*This should provide a clear statement of the expected real, tangible and measurable outcomes of the proposed research project (Table 4).*

**"Researcher, who do not wish to work during the summer month should indicate a gap of two months per calendar year clearly in the work plan. In addition they should also note that working during summer entitles them for regular project compensation ONLY"**

##### Table 4: PROJECT WORK PLAN

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **24** | | | | | | **18** | | | | | | **12** | | | | | | **06** | | | | | | **INVOLVEMENT**  **DURATION** | **PHASES & TASKS** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | Participation | **PHASE I** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **Task 1.1:** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **Task 1.2:** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **PHASE 2** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **Task 2.1** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **Task 2.2:** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **PHASE 3** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **PHASE 4** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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# **5.0 PROJECT EXECUTION**

## **5.1 Requested Resources**

*This sub-section should include details of all requested human resources, equipments, materials and consumables, as well as details of transportation facilities and travel arrangements that may be needed in the execution of field work. Applicants must give details of all relevant costs.*

## **5.2 Consultant (if any)**

*This sub-section should clearly identify and outline the role of consultant(s) (if any) proposed to provide assistance in carrying out the proposed research project and justifications for his (their) selection. (The Resume of the Consultant should be provided under the Resumes section)*

## **5.3 Travel (if applicable)**

*This sub-section should include details of travel arrangements that may be needed in the execution of the proposed research project with full justifications (if applicable). The content of this sub-section should be structured under either of the following headings:*

* + 1. Scientific Trip (if applicable)

##### Table 5: SCIENTIFIC TRIPS DETAIL

|  |  |  |
| --- | --- | --- |
| **Host University / Institute** | **Name** |  |
| **Duration of the trip** |  |
| **Justifications for selection** |  |
| **Tasks to be carried out** | |  |
| **Impact on the project outcomes** | |  |

* + 1. Field Trips (if applicable)

##### Table 6: FIELD TRIPS DETAIL

|  |  |
| --- | --- |
| **Destinations** |  |
| **No. of Days** |  |
| **No. of trips to each destination (if more than one)** |  |
| **Justifications of the trip(s)** |  |
| **Tasks to be carried out** |  |
| **Impact on the project outcomes** |  |

## **Release Time (if applicable)**

This sub-section should be filled only if release time is proposed as part of this project.

##### Table 7: DETAILS OF RELEASE TIME

|  |  |  |
| --- | --- | --- |
| **Host University** | **Name** |  |
| **Duration of stay** |  |
| **Justifications for selection** |  |
| **Tasks to be carried out** | |  |
| **Impact on the project outcomes** | |  |

## **5.5 Proposed Budget**

*Proposal Budget preparation must follow the Budget Allocation Guidelines for the Internal Research Grants. Fill Table 8 to detail the budget in tabular form including all requested resources for the entire duration of proposed research project.*

## **5.6 Equipment Justification**

*This sub-section should include details and justification of the requested equipment outlined in sub-section 5.5 along with its availability/non-availability within KFUPM and the adequate physical space to accommodate the equipment. It should also specify if the requested equipment would be used in other research projects.*

##### Table 8: PROPOSED BUDGET

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **SUMMARY of**  **PROPOSED BUDGET** | | | | | | ***(in Saudi Riyals)*** | |
| **PROJECT TITLE** | |  | | | | | | | |
| **DURATION** | | **( ) MONTHS** | | | | | | | |
| **ITEM** | **Investigators Name** | **Role** | | **Compensation** | **Involvement** | | **Total** | | **Description** |
| **Months** | **Budget** |
|  | **Undergraduate Students** | | **1,000 / month** |  |  |  | |  |
| ***TOTAL SALARIES*** | | | | |  | |  | |  |
| **EQUIPMENT & MATERIAL** | **PC / LAPTOP (Standard)** | | **6,000** | |  | |  | |  |
| **WORK STATION / SPECIAL LAPTOP** | | **-** | |  | |  | |  |
| **PRINTER (Standard Laser)** | | **1,500** | |  | |  | |  |
| **SCANNER (Standard)** | | **500** | |  | |  | |  |
| **SOFTWARE** | | **-** | |  | |  | |  |
| **HARDWARE** | | **-** | |  | |  | |  |
| **EQUIPMENT** | | **-** | |  | |  | |  |
| **MATERIALS** | | **-** | |  | |  | |  |
| **CHEMICALS** | | **-** | |  | |  | |  |
| **SERVICES** | | **-** | |  | |  | |  |
|  | | | |  | |  | |  |
|  | | | |  | |  | |  |
|  | | | |  | |  | |  |
| ***ITEM TOTAL*** | | | | |  | |  | |  |
| **TRAVEL** | **International Conference** | | **10,000/Year** | |  | |  | |  |
| **PER DIEM LOCAL** | | **-** | |  | |  | |  |
| **PER DIEM OVERSEAS** | | **-** | |  | |  | |  |
| **CONSULTANT VISIT** | | **-** | |  | |  | |  |
| ***ITEM TOTAL*** | | | | |  | |  | |  |
| **OTHERS** | **PUBLICATIONS** | | **13,500 (Max)** | |  | |  | |  |
| **BOOKS & REFERENCES** | | **2,500 Per Project (Max)** | |  | |  | |  |
| **STATIONARY** | | **300 Per Project** | |  | |  | |  |
| ***ITEM TOTAL*** | | | | |  | |  | |  |
| **GRAND TOTAL** | | | | |  | |  | | **Maximum Limit 100,000** |

# **6.0 REFERENCES**

*References should be cited in the standard style used in scientific/technical publications.  Links to online versions may be provided together with dates on which the material was accessed.*

# **7.0 RESUMES**

*Instructions: The Resumes should be strictly limited to two pages per investigator and please follow the template given on next page.*

**Resumes**

**DR. XXXX X. XXXX, (**Principal- Investigator, PI)**, *Rank, (DEPT)***

|  |  |
| --- | --- |
| Date of Birth: |  |
| *Correspondence Address :* | Department (DEPT),  College ……………….,  King Fahd University of Petroleum and Minerals (KFUPM),  P.O. Box XXXX, Dhahran, 31262, Saudi Arabia. |
| *Contact :* | Home: +966 3 860-xxxx  Office: +966 3 860-xxxx, Fax: +966 3 860-xxxx  Mobile: +966  E-Mail: [xxxx@kfupm.edu.sa](mailto:xxxx@kfupm.edu.sa) |

* **Academic Qualifications**

**1994** :

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* **Professional Experience**

**2007** :

**2004** :

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* ***Journal Publications* (related to the proposed project subject)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* ***Conference Publications and Presentations*** **(related to the proposed project subject)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* ***Funded Research Projects***  **(related to the proposed project subject)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROVIDE THE SAME FOR**

**DR. Xxxx Xxxx** (Co- Investigator-1)

**DR. Xxxx Xxxx** (Co- Investigator-2)

**DR. Xxxx Xxxx** (Co- Investigator-3)

**DR. Xxxx Xxxx** (Co- Investigator-4)

**DR. Xxxx Xxxx** (Consultant)