

# GENERAL GUIDELINES OF IUKL INTERNAL RESEARCH FUND (IIRF)



Centre Postgraduate Studies and Research  
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## Eligibility Criteria:

To be considered, the applicant as the **Project Leader** must be a permanent academic staff member of IUKL. Applicant, however, is **not eligible** if he/she is a recipient of an ongoing IIRF project.

## Selection Criteria:

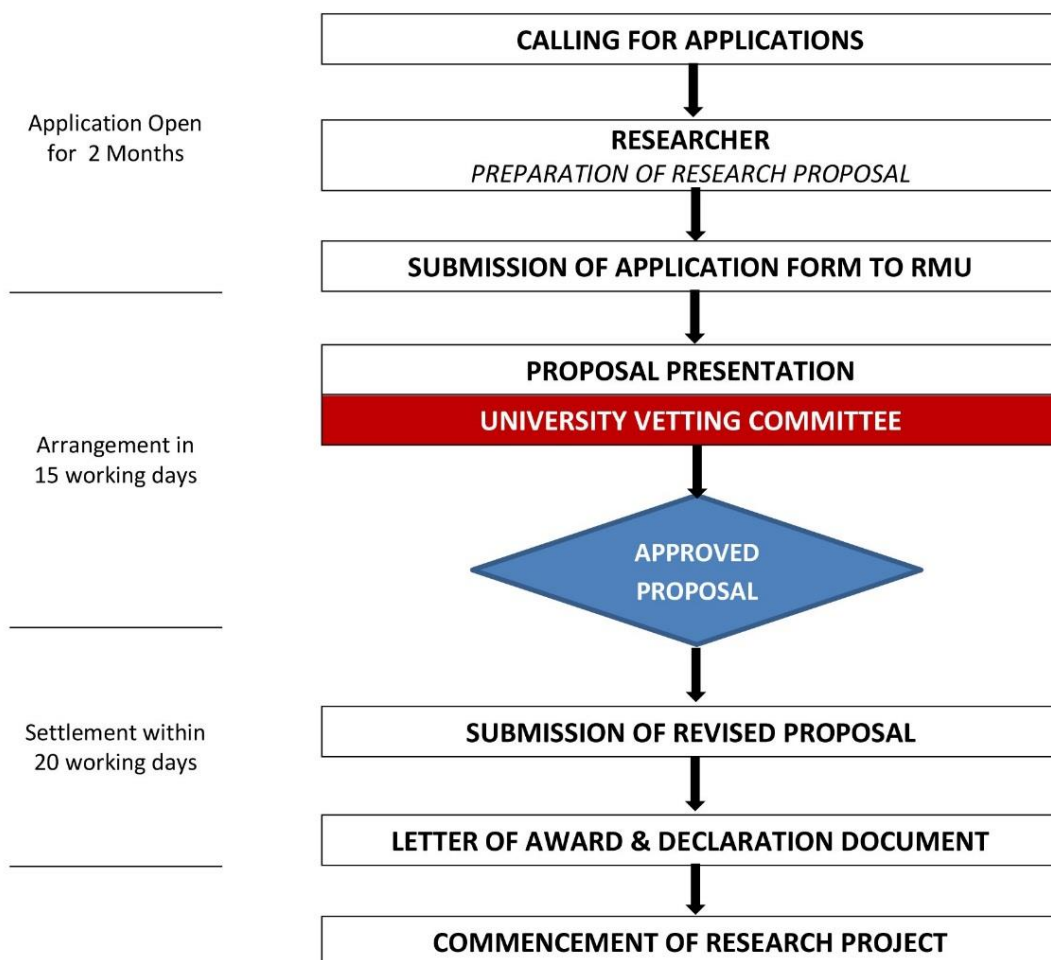
- a. Relevance / quality of the research proposal.
- b. Clear statement of the project intention and direction.
- c. Accurate budget preparations and detailed budget justifications.
- d. Potential results and dissemination of knowledge.
- e. A clear intent to submit proposals to appropriate external granting agencies within the next 2 years.
- f. Preference will be given to applicants who have not received previous IIRF.

## Eligible Costs:

<b>Vote 6349</b>	<b>Salary and wages</b> - Research Assistant (position should only be given to IUKL student) <i>For hiring temporary or contract RA. Please refer to the "Payment Structure of RA and GRA".</i>
	<b>Rental / Maintenance / Minor repairs</b> <i>For rental of building, equipment or transportation. Any maintenance and minor repair of laboratory and equipment related to the research.</i>
	<b>Professional services</b> <i>Services including printing, hospitality, honorarium, consultancy, computer usage, data processing and other services related to the research.</i>
<b>Vote 6331</b>	<b>Research materials and supplies</b> <i>Only purchases of research related consumable materials</i>

<b>Vote 6303</b>	<p><b>Academic staff development</b>  <i>Cover all travelling and transportation including attending domestic conference /seminar to present the research outcome. (Total amount shall not exceed 20% of the total fund allocation)</i></p>
<b>Vote 8405</b>	<p><b>Local travelling and transportation</b>  <i>Only purchase of SPECIAL equipment that is not available in the current labs / research premise. (Total amount shall not exceed 40% of the total fund allocation)</i></p>
<b>Vote 1126</b>	<p><b>Laboratory equipment</b>  <i>For attending course (ONCE ONLY) to learn special technique. It also includes fee for domestic conference and journal publication.</i></p>

**Workflow of Application:**



## Important Notes:

- 1) All applications will be reviewed and awards determined by the IIRF Vetting Committee comprising members of the invited senior researchers, Head of RMU, Dean of CPSR, Deputy Vice Chancellor and President & Vice-Chancellor.
- 2) The research funding scheme is up to **RM20,000** for science & technology-related research theme and a maximum of **RM10,000** for social science-related theme. The duration of research allowed under IIRF is **1-3 years**.
- 3) Grant funds will be available for use upon acceptance of the Letter of Award and submission of Declaration Document.
- 4) Funds will be made available in the form of a research account administered by the respective faculty.
- 5) Each grantee must submit Progress Reports to RMU (**on 2<sup>nd</sup> January and 1<sup>st</sup> July**) annually after the commencement of IIRF project.
- 6) A final report outlining evidence of project deliverables and projected research outcomes must be submitted to RMU by the end of the funding period.
- 7) All report formats can be downloaded from the RMU website.