Prince of Songkla University (PSU) Announcement

Research Grant: New Researcher Development of Fiscal Year 2024

Prince of Songkla University (PSU) has a policy to promote and support the development of research personnel. Therefore, it has allocated a budget for developing new researchers. The details of the grant application are as follows:

1. Aims of the grant

    The purpose is to support new researchers in starting their research projects with confidence and ensuring high-quality outcomes. Senior researchers may serve as project advisors to provide guidance and support throughout the research process.

2. **Amount of grant**. The grant amount should not exceed 200,000 THB per project, and the included mentor compensation should not exceed 10,000 THB.

3. **Applicants must have the following qualifications**

    3.1 The principal investigator should hold a doctoral degree or its equivalent, have graduated not more than 5 years ago, and not have received funding from any agencies while employed at PSU.

    3.2 Applicants must be an employee affiliated with PSU. If the employment agreement does not cover the project duration, a letter of endorsement from the Dean of the Faculty is required.

    3.3 Applicants must not be on sabbatical leave for a period of 6 months or more, unless the leave is specifically granted for the purpose of conducting this funded project.

    3.4 Each applicant is allowed to submit only one proposal per year and can receive a maximum of 2 research grants from PSU during the same period.

4. Proposal eligibility

    4.1 Project duration should not exceed 2 years.

    4.2 The project should not have been funded by other sources.

    4.3 A senior researcher should be designated as a project advisor.

5. **Qualifications and responsibilities of research project advisors** are as follows:

5.1 The project advisors should possess expertise and experience in the relevant fields of the proposed research project, with a proven track record of publishing papers in those fields within the past 5 years. The mentor may be a researcher affiliated with PSU or an external expert.

5.2 Project advisors serve as consultants, providing guidance, suggestions, and assistance in resolving various issues for applicants. Applicants are encouraged to consult with their project advisor at the outset of the project proposal writing process, including setting the project budget. The university may request the project advisor's input in revising project proposals or periodically reporting on the project's progress. Additionally, the university may facilitate meetings between the project advisor and relevant university personnel.

6. **Application for funding**

6.1 Complete the research project information and upload the required documents through the PSU Research Project Management (PRPM) system within the designated period for submitting research proposals as outlined below:

6.1.1 Submit the project proposals using the PSU form (Research Form 1/NRD_2024). The proposal should include the entire project description along with any relevant questionnaires or research instruments (if applicable). If the research project addresses similar or closely related topics to previous work, please provide clarification and attach supporting documents.

6.1.2 Conduct a redundancy check on the research project proposal using the COPYLEAKS program to ensure originality and avoid plagiarism. After obtaining the result, upload it into the PRPM system.

6.1.3 The letter of endorsement from the Dean of Faculty is required to follow up on the report/output if the employment agreement does not cover the project duration. Please refer to the condition mentioned in section 3.2.

6.1.4 Other supporting documents, such as the approval letter from the Human Ethics Committee, the Animal Ethics Committee, or document related to the Plant Varieties Protection Act, must be included (if applicable)

6.1.5 Questionnaire used in the project, if applicable.

6.2 Nominate at least four experts with expertise in the proposed research project to evaluate the research proposals. The panel should include at least one external expert who is not affiliated with the university. If internal experts are included, they should not belong to the same faculties as the applicant. If an internal expert is affiliated with the same faculty, they must not be from the same department. However, the university reserves the right to determine qualified persons as it deems appropriate.

6.3 The Faculty submit a cover letter to request funding through the respective faculties to the Research and Development Office, Hat Yai Campus within the designated deadline.

6.4 Timeline for Research Granting

Applications are accepted from 2 to 31 October 2023.

The announcement of research proposal approval results will be made on 29 March 2024.

6.5 The university requests the return of the documents and refuses to consider the research project for funding allocation in the following cases:

- Proposing a budget that exceeds the specified amount of the grant.
- Applications received after the aforementioned date or when the information and files on the PRPM system are incomplete.

7. Proposal consideration criteria

7.1 The university will evaluate and consider research projects that align with the objectives of the grant.

7.2 The university will award the proposed research project that receives an average score of not less than 80% as evaluated by the expert team.

7.3 The university will only consider proposals that are submitted using the updated templates and adhere to the provided guidelines.

8. Terms and Conditions:

8.1 Grant contract

Once the funding has been approved, scholarship recipients must enter into a contract with the university. Grant recipients should commence their research activities only after the research project has been approved and the sponsor has signed a grant agreement.

8.2 Research report

The scholarship recipient is required to submit the research report in the following manner:

8.2.1 Research progress report

The scholarship recipient is required to submit one set of research progress report (Form 3.2) every 6 months starting from the contract date. These progress reports should be prepared and uploaded to the PRPM system.

8.2.2 Final report

The scholarship recipient is required to prepare and submit a final research report. Additionally, they need to upload the project closing documents to the PRPM system.

8.2.2.1 The research report should be submitted according to the following guidelines:

1) Upload a draft of the complete report in the PRPM system and the Faculty submit a cover letter to the university for consideration and approval. This draft report will be reviewed before preparing the final research report, which should follow the specified format (Final Research Report type 1 or Final Research Report type 2).

A complete research report, referred to as Type 2, consists of a compilation of articles that have already been published in academic journals or articles that have been accepted for publication. These articles should be sourced from academic journals listed in the SCOPUS database.

8.2.2.2 When the university approves the draft research report, the scholarship recipient is required to follow these steps:

1) The scholarship recipient is required to upload the complete research report, along with the abstract, including a Graphical Abstract, in the PRPM system.

2) The scholarship recipient should provide the publication information on the MIS-DSS system, which can be linked to the PRPM system using the funded project code, if available.

3) One set of documents is sent to the Research and Development Office, consisting of

(1) A letter notifying the results of uploading documents according to the conditions set by the university.

(2) A summary of the total expenses of the research project (Form 5). The scholarship recipient should collect evidence of the research funding expenses and be prepared for relevant agencies to inspect them as necessary.

8.3 Output

In the case that any research output has not submitted along with the research final report. Submission of research results for the complete closure of the research project, including an acceptance letter or a reprint of the published work in an academic journal listed in the SCOPUS database (Q1, Q2), should be done within 1 year after the end of the research period as per the scholarship contract or within 1 year after the end of the research period that has been approved for extension by the university. These documents should be included in the full research report.

9. Dissemination of research results, whether through complete research reports or other forms of dissemination, should include an acknowledgment or appropriate mention in the publication stating: "This research was supported by Prince of Songkhla University Contract No.........."

10. **Research funding:** Funding disbursement to the recipient is divided into 3 installments as follows:

The first installment, which is not more than 50% of the operating budget, is received when the grant contract has been signed.

The second installment, which is not more than 40% of the operating budget, is received when the recipient has submitted the following documents:

1) The research progress report has been submitted and approved by the university, and the research progress reports have been uploaded in the PRPM system.

2) A report detailing the expenditure of the first installment of the university sponsored funding (Research Form 5).

The **final installment** includes the remaining project operating budgets and remuneration for project consultants, and it is disbursed when the scholarship recipient has completed all actions as specified in item 8.2.2.2.

11. Suspension of the final disbursement of research funding

The university reserves the right to suspend the disbursement of the final research funding if the scholarship recipient fails to complete the procedures outlined in item 8.2.2.2 within 90 days after receiving notification of the draft research report evaluation result.

12. Expenditure of research funding

12.1 The expenditure of research funding is allowed within the timeframe specified in the scholarship contract, including any approved extensions granted by the university. Upon the expiration of the specified period, the disbursement of the remaining research funding will be suspended by the university. The scholarship recipient is required to deliver the research output in accordance with the terms specified in the scholarship contract to ensure the complete closure of the research project.

12.2 In the event of project termination or closure, or upon receiving approval from the university to terminate the research project, the scholarship recipient is requested to close the project deposit account and return any remaining funds in the bank account (if applicable) to the university within 30 days.

13. Scholarship recipients are required to comply with the guidelines stated in the Prince of Songkla University Announcement on Guidelines for Research Grants from Revenue from the Office of the President, Hat Yai Campus and Central Income, as well as the Announcement on Research Grants New Researcher Development Type Fiscal Year 2024. Additionally, they must adhere to the provisions outlined in the Grant Agreement, Regulations, Announcements, and any other relevant guidelines specified by the university.
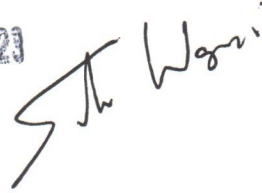
14. The University retains the intellectual property rights arising from the research findings funded through this announcement, except in cases where publication is necessary for public benefit.

15. In case of any uncertainties or ambiguities regarding this announcement, the University will have the authority to make the final decision and provide clarification.

Those who are interested can access the scholarship announcement through the website: http://rdo.psu.ac.th/ (title: Grant/Awards *click* PSU Grant)

Announced on   **2 8 AUG 2023**

(Assoc.Prof.Sunton Wongsiri, M.D.)

Vice President for Research and Innovation

on behalf of the President of Prince of Songkla University