

CHECKLIST EXTERNAL GRANTS APPLICATIONS

FUNDING BODY:

Name	Research Centre	Faculty	Research Area (**Refer Funding body's

Please tick (/) if yes; NA - if not applicable

No.	Item	Hard Copy	Soft copy
1	Completed Application Form		
2	CVs (PI and Co-researcher) (For MOHE Grants - only 5 pages per team member)		
3	Flow Chart of Research Activities (Compulsary for MOHE Grants)		
4	Gantt Chart of Research Activities (Compulsary for all Grants)		
5	Milestones and Dates (Compulsary for all Grants)		
6	Justification of budget details (Compulsary for MOSTI & MOHE Grants)		
7	Quotation of equipment (Required for MOSTI & MOHE Grants)		
8	Expatriate with Local Collaborator/Contract Staff with Permanent Staff Collaborator (MOHE Grants only)		
9	Principal Investigator/Collaborator's Signature (If applicable on form)		

Please observe the following:

- 1 Please refer Funding body's guidelines
- 2 The checklist is to be attached with the external grants application form
- 3 **DO NOT STAPLE** the application forms. Just clip it together.
- 4 Only 1 copy of the application form needs to be submitted to IPSR (Otherwise stated by the funding body)
- 5 For MOHE grants application, please do not indicate any amount/description under SECTION E BUDGET
- "Amount approved by VC/Dep. VC (R&D)/Director of RMC"

(Signature)
Date: