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Conference, Publications & Journals

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The research work will initially focus on any of the five (5) clusters. However, to produce tangible outputs to support the KPI of the University, all proposals submitted for UNIGE shall have the element of research that is able to be extended for a maximum of three (3) months. The project duration for UNIGE is twelve (12) months. Project extension is allowed for a maximum of five (5) months. However, redundancy in project life must be avoided.

The Internal Research Grant of another Principal Investigator (PI) or Internal Research Grant of another PI must release their UNIGE-funded PI if he/she successfully secures an external grant. Project Leader that is blocked by RMSG shall be not be granted any internal grants. Therefore, PI should be in a position to secure a high impact research grant such as LRGs. Professors are expected to secure a high impact research grant such as LRGs. External grants besides those made within a year in which the application was not successful. Professors are allowed to apply only if an application to UNIGE was open. UNIGE is opened to academic staff where priority shall be given to Junior and Assistant Professors. UNIGE Internal Grant (UNIGE) provided by UNITE is building their research skills and competencies.
3.0 ELIGIBILITY

4.0 PROJECT EVALUATION & FUND APPROVAL

4.1 The UNITEE proposal will be screened through two (2) levels:

4.2 The proposal will be voted in the Cluster Committee Meeting which will be chaired by the Cluster Chair.

4.3 Final approving authority is vested with the JKRAA, which will be approved by the University Vice Chancellor (Academic 

4.4 JKRAA will issue a Notification of project approval to successful UNITEE.

3.1 Permanent Academic staff, or an equivalent as determined by the University.

3.2 For active research staff, must have a Malaysia Citizen and permanent staff as co-researcher.

3.3 For contract academic staff, must have a Malaysia Citizen and permanent staff as co-researcher.

3.4 For non-Malaysian Citizen, must have a Malaysia Citizen and permanent staff as co-researcher.

3.5 An application is allowed to be the Principal Investigator for one UNITEE Fund only.

3.6 Academic staff who is on study leave is not allowed to be the Principal Investigator.

3.7 Principal Investigator who moves to another University must relinquish the position as the Principal Investigator but may remain as a co-researcher. However, no claims on expenses are allowed after project end date. Allocation of grants between co-researchers will be determined by the JKRAA.

6.0 DELIVERABLES / OUTPUT

6.1 Preliminary reports (ER) will be submitted 2 months after date of completion. No submission of ER must be accompanied with final expenditure record and the final project report.

5.0 PROJECT MONITORING

5.1 Principal Investigator is required to submit progress report and expenditure report every 6 months after the project starts.

5.2 End of Project Plan (ER) will be submitted 2 months after date of completion. No submission of ER must be accompanied with final expenditure report and the final project report.

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The destination must be the most economical in terms of facilities.

Workshop/conference / seminar / symposium attendance is for attending conference / seminar.

Overseas traveling allowance is for attending conference / seminar.

Research assistant is only allowed to attend domestic conferences / seminars.

The Principal Investigator or co-investigator is allowed.

Any misuse of the grant provided by UMIIC (as per RSM) is not admissible by the Project Leader. Any misuse of the grant provided by UMIIC (as per RSM) is not admissible by the Project Leader.

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Non-performance in terms of research progress.

Change of Project Leader.

Programme investigator needs to provide a suitable replacement after the death of the researcher who is not available on initialization.
ADVERTISING EXPENSES (PNL_ADVERT) COST ELEMENT

- 44520 - EXHIBITION PARTICIPATION /CONTRIBUTION
  1) Expenses related to exhibition fee.

MATERIALS & CONSUMABLES (PNL_MATCON) COST ELEMENT

- 41010 - MATERIALS
  1) Only expenses related to the research is allowed.
  2) Book purchase is not allowed.
  3) Rental is only allowed for lab equipment, and other items directly involved in the research. Rental for building and transportation is not allowed.

OFFICE EXPENSES (PNL_OFFICE) COST ELEMENT

- 44010 – OFFICE STATIONERIES
  1) Maximum for printing/stationeries is RM1, 000.
  2) Only expenses related to the research is allowed.
  3) UNIIG Fund shall not be used for phone/broadband/postage bill payment.

TRAINING EXPENSES (PNL_TRNWEL) COST ELEMENT

- 46240 – TRAINING/CONFERENCE COURSES FEES
  1) This cost element allocation includes hospitality, honorarium, professional service, data processing and other services related to the research.
  2) Journal subscription is not allowed.
  3) Maximum for journal publishing is RM 2, 000.
  4) Conference/workshop/training fee is RM3, 000 maximum.
  5) Honorarium cannot be paid to staff.

Any special request for the purpose of the research shall be tabled at JKRND meetings which are held every 2 months.