**APPLICATION FORM**

**[For NAPREC Use Only]**

|  |  |  |  |
| --- | --- | --- | --- |
| **Serial Number :** |  |  |  |

Note: For any part of the proposal, please append extra sheets where necessary. You may, alternatively adjust the space allocation accordingly if using a soft copy version.

# PROJECT IDENTIFICATION

|  |  |
| --- | --- |
| **1A.** | **Project Title:** |
| **1B.** | **Project Leader** (Please indicate the name as in NRIC)  **Name :**  **NRIC :**  **Programme Head** (Please indicate the name as in NRIC)  **Name : NRIC :** |
| **1C.** | **Organisation** (Please indicate the name, address, email, telephone and fax of the organisation in which the project leader is based)  Name of Current Employer: Title of Position Held: Address :  Tel :  Fax:  Email:  Date and Place of Birth:  Sex:  Nationality: |
| **1D.** | **Research Topic** (Please identify research topic/issue, Appendix B) |
| **1E.** | **Key Words** (Please provide a maximum of 5 key to describe the research to be undertaken. The key words will be incorporated in a database on Malaysian real estate research) |
| **1F.** | **Planned Project Duration :** month/year’s (Please identify project duration as Appendix B) |
| **1G.** | **Amount of Funding Required From NAPREC :** RM |
| **1H.** | **Project Teams:** Please provide names or numbers of researchers and contract staff and please indicate how many.   |  |  |  |  | | --- | --- | --- | --- | | No. | Name | Position | Organisation | | 1. | Please provide name | Project Leader |  | | 2. | Please provide name | Researchers |  | | 3. | Please indicate how many | Contract Staff |  | |  |  |  |  | |  |  |  |  | |

1. **OBJECTIVES OF THE PROJECT**

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| **Problem Statements/Research Questions** (Please explain the specific background or problems that have led to the necessity for this research. Also formulate the research questions). |
| **Specific Objectives(s) of the Project** (Please described the measurable general and specific objectives of the project and define the expected results. Use results-oriented wording with verbs such as “to define  ...”, “to determine …”, “to identify …”) |
| **Scope of Research** (Please define the scope to be covered by this research) |
| **Research Background of The Project** (Please indicate if the project is new, modified or extended. Give a summary of your literature review to indicate the originally of the proposed research, and described related research to assist in assessing the research rationale and the potential for success).   * Project Status (please indicate) New Modification to Extension of   Previous Project Existing Project   * Literature Review Summary * Related Research |

1. **BENEFITS OF THE PROJECT**

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| **Direct Customers/Beneficiaries Of The Project** (Please identify clearly the potential customers/beneficiaries of the research results and provide details their relevance, eg. size, economic contribution, etc.) |
| **Outputs Expected From The Project** (Please give further details) |
| **Technology Transfer/Diffusion Approach** (For technology development, please describe how the outputs of the project will be transferred to the direct beneficiaries/customers. Please also state if these project outputs are sustainable, ie, if they can be utilized without further external assistance) |
| **Organisational Outcomes Expected** (Please give further details) |

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| **Sectoral/National Impacts Expected** (Please give further details) |
| **Research Organisations Involved In The Project** (Please identify all research organizations collaborating in the project, and describe their role/contribution to the project) |
| **Industry Linkages** (Please identify any industry or end-user group involved in the project, and describe its role/contribution to the project) |

1. **PROJECT STRUCTURE**

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| **Research Methodology** (Please described the research methodology to be followed. Identify specialized equipment, facilities and infrastructure which are required for the project and indicate which are new) |
| **Project Activities** (Please list and describe the main project activities, including those associated with the transfer of the research results to customers/beneficiaries. The timing and duration of research activities are to be shown in the Gantt Chart) |

**Key Milestones** (Please list and described the principal milestones of the project. The timing of milestones is to be shown in the Gantt chart on Form VI. A key milestone is reached when a significant phase in the project is concluded, e.g. completion of test, review, commissioning of equipment, etc)

**Risks Of The Project** (Please described the factors that may cause delays in, or prevent implementation of the project as proposed above; estimate the degree of risk)

Factors:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Low |  | Medium |  | High |
| * Technical Risk: |  |  |  |  |  |
|  | | | | | |
| * Timing Risk: |  |  |  |  |  |
|  | | | | | |
| * Budget Risk: |  |  |  |  |  |

**Duration** (State the planned starting date of the project and the elapsed time, in months, to complete this project; technology transfer activities should be excluded from elapsed time)

|  |  |
| --- | --- |
| * Starting Date |  |
|  | |
| * Duration/Elapsed Time |  |

1. **PROJECT SCHEDULE** (Please attach a separate sheet if necessary)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ACTIVITIES** | | **J** | **F** | **M** | **A** | **M** | **J** | **J** | **A** | **S** | **O** | **N** | **D** |
| 1 | Proposal Presentation |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 | Interim Report 1 |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 | Interim Report 2 |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 | Final Report |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 | Hardbound Report |  |  |  |  |  |  |  |  |  |  |  |  |

1. **PROJECT TOTAL COST** (Please attach a separate sheet if necessary)

|  |  |
| --- | --- |
| **Staff Category** | **Amount (RM)** |
| * Salaried Personnel |  |
| * Temporary and Contract Personnel |  |
| **Direct Project Expenses (Detail Calculation)** |  |
| * Travel and Transportations   + Seminar   + Meeting   + Interview |  |
| * Rental |  |
| * Research Material and Supplies |  |
| * Minor Modification and Repair |  |
| * Stamping cost for agreement |  |
| * Special Services (\*) |  |
| * Special Equipment and Accessories(\*\*) |  |
| **Total Cost** | **RM** |

(Note : Please verify on service charge applicable)

**\*Special Services** (Please describe and provide detail justification and description for major purchases)

|  |  |  |
| --- | --- | --- |
| 1. | Description |  |
| 2. | Justification |  |
| 3. | Estimated Cost |  |

**\*\*Special Equipment and Accessories** (Please describe and provide detail justification and description for major purchases)

|  |  |  |
| --- | --- | --- |
| 1. | Description |  |
| 2. | Justification |  |
| 3. | Estimated Cost |  |

|  |  |  |
| --- | --- | --- |
| **Funding Sources** | **Amount (RM)** | **% of Total Funding** |
| NAPREC Grant |  |  |
| Internal Funds |  |  |
| Others Sources (Please specify) |  |  |
| **Total Cost** |  |  |

# CONTRACTUAL MATTERS

|  |
| --- |
| **Contractual Obligation Under This Project** (Please indicate any contractual obligations with third parties that will be entered for this project) |
| **Ownership Of Intellectual Property Rights** (Please indicate the organisation(s) that will own the intellectual property rights that may arise from this project) |
| **Approving Officer** (of the organization in which the project Leader is based)  Name : ………………………………………………………………….  Designation : ………………………………………………………………….  Date : ………………………………………………………………….  Signature : …………………………………………………………………. |

1. **SUMMARY OF RELEVENT PAST RESEARCH PROJECT**

|  |
| --- |
| **Project Title :** |
| **Relevance To Proposed Project** |
| **Organisation(s) That Were Involved In The Project** (please indicate the organisation that led the project) |
| **Names Of Senior Staff**   1. Programme Head : 2. Project Leader : 3. Key Researchers : |
| **Description Of The Project** (please indicate project customers/beneficiaries, research approach adopted and outputs) |

1. **DECLARATION BY PROJECT LEADER**

|  |
| --- |
| **I hereby declare that:**   1. This proposal has never been accepted by any other research grant provider, for the purpose of funding 2. I am involved in not more than 2 project at any one time of research per year throughout the project term.   **C\*.** The contents of this proposal are consistent with the concept paper I have submit ted earlier.  **D.** I agree to submit these materials, data, etc. when directed by the Secretariat at a quarterly basis.  Name : ………………………………………………………………………..  Designation : ……………………………………………………………………….  Date : ……………………………………………………………………….  Signature : ……………………………………………………………………….  \* Delete if not relevant |

1. **CURRICULUM VITAE** (Please follow the following format when submitting the curriculum vitae of key research personnel)

|  |  |
| --- | --- |
| 1. **Personal Data**    1. Name    2. NRIC    3. Date and Place of Birth    4. Sex    5. Nationality    6. Name of Current Employer    7. Address    8. Telephone No.    9. Fax No.    10. Title of Position Held    11. Signature of Researcher    12. Date 2. **Academic Qualification**    1. Degree    2. Field    3. Year    4. Name and Place of Institution (Repeat as necessary)    5. Other Professional Courses Completed Field   Year | :  :  :  :  :  :  :  :  :  :  :  :  :  :  :  :  :  :  : |

|  |  |
| --- | --- |
| **C. Other Professional Courses Completed** |  |
| **1.** Number Of Years Of Experience In The Field Related To The Proposed Project | : |
| **2.** Fields of Specialisation | : |
| **3.** Major Research Programmes/ Projects Completed | : |
| Title | : |
| From | : |
| To | : |
| Position Held | : |
| Major Output | : |
| (Repeat as necessary) |  |

# D. Research Achievements

|  |  |
| --- | --- |
| **1.** Honour and Awards | : |
| **2.** Major Publications (Selected Only) | : |
| 1. Numbers of Patents 2. Major Commercial | :  : |

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