



DIRECTORATE OF GRADUATE STUDIES, RESEARCH AND INNOVATIONS

COMPETITIVE SMALL GRANTS PROGRAMME

DETAILED CALL FOR APPLICATIONS 2018

1.0. Background and Context

Universities are the source of knowledge and have proven the capacity to tackle national agenda problems in the process so doing they become more relevant to society at large. University knowledge can be used to enhance economic growth in Uganda through technology transfer, innovation, and business incubation.

The University set aside seed funding for research and mandated the Directorate of Graduate Studies, Research and Innovations (DGSRI) to manage the fund. The DGSRI therefore, invites applications for the Competitive Small Research Grants (CSRG) in any Busitema University thematic research priority areas for the year 2018. The grant will last for 6 months and supports small scale or pilot research projects that have budgets of UGX 5,000,000 or less (Max. Uganda Shillings Five Million Only).

2.0. Objectives and Scope

2.1. Objectives

The objectives of the programme include the following:

- a) To strengthen and build the research capacity of Busitema University staff.
- b) To foster interdisciplinary research within the university thematic areas.
- c) To increase the university's visibility.

2.1 Scope

The programme will support projects in the following Busitema University research priority areas:

- i. Engineering
- ii. Natural Science
- iii. Education
- iv. Natural Resources and Environment
- v. Health Sciences
- vi. Animal Sciences
- vii. Agriculture and Biological Sciences

Applicants may submit only one application per research priority area indicated above. Applications will be assessed on a competitive basis, to optimize the contribution made through the university investment towards research.

The projects should have a clear indication of their contribution to (1) Sustainable Development Goals (SDGs), (2) Vision 2040, (3) National Development Plan.

In the year 2018, Four (4) CSRG projects each amounting up to Uganda Shillings five million (UGX 5M) will be awarded through a competitive selection process. Each grant will be assessed vigorously for value for money. The recommended duration is six (6) months; all projects should be done by May 2019.

3.0. Application and Eligibility

3.1. Application process

Applicants will be required to submit a short Concept Proposal to the DGSRI. A concept proposal should comprise the following:

- A cover sheet setting out basic details of the proposed project (i.e Title, full name, research area);
- The name of the host faculty/department/unit of the project;
- The composition of the research team clearly indicating the lead person who will be involved in the project and act as the principle researcher/investigator.
- Project narrative (Introduction, Problem statement, Objectives of the study and research questions, methodology and references)
- Clear justification of the projects' research and development (R&D)
- Prescribed information on funding requirements (project budget).

Concept proposals must be submitted electronically (online) to the Directorate of Graduate Studies, Research and Innovations by 21st October, 23:59 GMT.

Concept proposals should be submitted as PDF documents in Times New Roman Font Size no 12. Standard character-spacing must be used, and not less than single line spacing. All margins should be of at least 2 cm. Concept proposals that are not submitted in the correct format will not be accepted.

Electronic submission of application for grant with supporting documents should be sent to the:

Director, Directorate of Graduate Studies, Research and Innovations,
Busitema University;

Email: dgsri@adm.busitema.ac.ug and c.c. to rbsjunior@gmail.com

3.2 Eligibility

- i. A full-time Busitema University staff.
- ii. Applicants must have earned atleast a masters or doctorate degree in an academic discipline or professional field.
- iii. Applications should be accompanied with a research Concept Note.
- iv. Should not be a registered student with an academic award at the time of application.

3.3 Eligible Expenses

Acceptable expenses are those normally associated with research: data collection, analysis, report writing, computing costs; field travel to observatories, but not travel to Conferences; development of new research technology and domestication of technology.

Please note that requests to fund publications are welcome only when papers are written and ready for publication, or in the publication pipeline (submitted or accepted). The grants will only cater for publications indexed in databases mentioned in the Busitema University publication guidelines (<http://www.busitema.ac.ug/publicationguidelines/>)

4.0 Selection and Assessment Process

The selection of successful concept and full proposals will be undertaken by the Grants Management Committee set up by the DGSRI through an independent evaluation system. This will follow a two stage approach:

- i. Technical blind peer review scoring (75% of total score);
- ii. Viva voce for the research teams (25% of total score).

Selection of the research proposals follows the following assessment criteria:

i. Innovation

Does the research involve the development of new methods, the integration of existing methods into new tools, or the application of existing methods in a novel way that improves and extends their utility? Proposals which simply apply existing methods in conventional contexts will not be considered innovative.

ii. Scientific Excellence and Originality

Is the proposed research potentially of very high quality in relation to the highest international standards of scientific excellence in all of the sectors and disciplines that it includes? Would the project add value to existing research on the topic of the proposal? Are the proposed methods sound and is the proposed research feasible?

iii. Development Relevance

Does the proposed research address issues that present significant challenges to the specified field? Are the anticipated development outcomes and possible pathways to impact clearly and convincingly argued? Have gender issues been mainstreamed in project design and objectives?

5.0 Contracting and Audit

Successful grant applicants will be required to enter into a research and development (R&D) grant agreement with the University and be subject to technical and financial audit as per university regulations.

6.0 Reporting Requirements

Within 6 months of receiving a Small Research Grant, the successful applicant must submit a final report to the DGSRI on his or her project or, with justification, and copy of publication(s) resulting from the project.

7.0 Dissemination and Data Sharing

Information about research funded by the University will be made available on the university website (www.busitema.ac.ug/research). Grant holders will be expected to promote the dissemination of the results of their research as widely as possible, based on the premise that publicly-funded research data are a public good, produced in the public interest, and should be made openly available to other researchers in a timely manner to the maximum extent possible.

8.0 Review Process of Full Application

8.1 Merit Criteria

Applications will be referred to an evaluation panel. Panel members shall be required to sign appropriate non-disclosure agreements. If a member of the evaluation panel shall have a direct conflict of interest in relation to a proposal, he/she would be required to declare it and to abstain from participation in ranking the relevant proposal(s).

The evaluation panel will then make a detailed assessment of each proposal – which, as need arises, shall involve a viva voce with the research teams. The panel shall report to the DGSRI on its findings and provide recommendations regarding those proposals deemed most worthy of funding.

On the basis of this report, and with regard for the total funds available, a recommendation will be made to the University.

8.1.1. Summary of Selection and Merit Criteria

All applicants will be informed of the

Merit Criteria	Remarks
Contribution to Uganda's Development Priorities (20 Marks)	<ul style="list-style-type: none">Detailed plan for contributing to one or more of the objectives and targets of Uganda's STI Policy 2009, NDP II (2015/16-2019/20) and Vision 2040—scientific output, employment creation.Anticipated economic, social and/or environmental benefits arising from the project; period
Research problem and questions (15 marks)	<ul style="list-style-type: none">Is the problem defined?
Objectives (10 marks)	<ul style="list-style-type: none">Are the objectives linked to the problem stated?
Methodology (25 marks)	<ul style="list-style-type: none">Are the methods appropriate?

Need (10 Marks)	Detailed justification of the budget; Co-contribution of resources (cash and in-kind) from partners.
Dissemination (5 marks)	Will the project have a feasible output in terms of a journal paper?

Application Checklist:

- i. One copy of the complete Concept Note, including: Cover page (Word doc, PDF) with signatures;
- ii. Project description (max. 15 pages);
- iii. Budget page (one page).
- iv. Curriculum Vitae (CV).

APPENDIX I:

GUIDELINES FOR THE RESEARCH PROPOSAL DEVELOPMENT

SECTION A: PRELIMINARY PAGES

1. Title Page: All must be centered
 - i. Topic/Title of the Research should be bolded
 - ii. PI
 - iii. "A research proposal submitted to Busitema University, Directorate of Graduate Studies, Research and Innovations for funding
 - iv. Date (Month, and Year)
2. Table of Contents
3. Acronyms and Abbreviations (Where applicable)
4. Symbols (Where applicable)
5. Abstract

This must be utmost 1 page. It should include the following components:

 - i. Background
 - ii. Problem statement
 - iii. Main Objectives/purpose
 - iv. Methodology (study design, population, sampling strategy, data analysis plan, statement on ethical issues)
 - v. Expected output

SECTION B: BODY OF THE PROPOSAL

1.0 Chapter One (Introduction)

- 1.1 Background
- 1.2 Statement of the Problem/Opportunity'
- 1.3 Research Objectives
 - 1.3 .1 Purpose/Main Objective
 - 1.3. 2 Specific objectives
- 1.4 Research Questions/Hypotheses
- 1.5 Originality and contribution to new knowledge's
- 1.5 Significance of the Study /Rationale/Justification

This should relate to the current National Development Plan (NDP), Sustainable Development Goals (SDGs), Uganda Vision 2040, BU Strategic Plan, NRM Manifesto etc.
- 1.6 Scope of the study

Time scope, Geographical and Content scope.
- 1.7 Theoretical, Conceptual Framework

2.0 Chapter Two (Literature Review)

3.0 Chapter Three Materials and Methods

- 3.1 Research Design

- 3.2 Data collection methods
- 3.3 Data analysis and presentations
- 3.4 Limitations of the study

References

- Appendix 1 Log Framework
- Appendix 2 Budget