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| HBKU Thematic Research Grant Program  2nd cycle-2022  **HBKU Research – Office of the Vice President for Research**  Proposal Title: ------------------------------  Submitting Home Entity: -----------------------  Participating Home Entity/ies: -----------------------  Date:.....................................   |  |  |  |  | | --- | --- | --- | --- | | Proposal Title |  | | | | Thematic Area of Application  *(AI/Precision Medicine/Progressive Education/Sustainability/Social Progress)*  *Please specify sub-themes and any secondary theme* |  | | | | Lead Home Entity Name |  | | | | Lead Applicant (Title, Full Name) |  | | | | List of other participants | |  |  |  | | --- | --- | --- | | Staff Name | Title | Home Entity | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | | | | Proposed Budget | QAR | Cost Shared Contribution | QAR | | Project Duration | months (Not to exceed 24 months) | | | |
|  |

The proposal should not exceed **seven pages (sections 1-9)** **excluding Table of Content, Reference and Appendix**.

Please DO NOT change the style (margins, font, size, space, etc.).

Please strictly use this template.

**Remove all red font before submitting, then convert it to PDF.**

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**Please add the Letter of Commitment and any letters of support from stakeholders after the CVs, and generate a single PDF file to submit.**

# Executive Summary (not to exceed 500 words)

Provide a summary about the project, motivation/importance/relevance, and the expected outcome

# Background

Description of the background, benchmarks, existing solutions, comparison and analysis. This section must entail a brief overview of the scientific and theoretical framework of the project, ensuring that relevant information is included in order to effectively place the proposal into context.

# Project Objectives and Approach

Description of the project and the proposed approach with supporting sketches, graphics and illustrations; emphasize why and how it is unique, innovative, and different from the existing solutions, if any. Clearly and in detail describe the project What, Why and How. Describe how the project is aligned with HBKU Thematic Research Focus Areas.

# Project Deliverables

Clearly describe expected project deliverables and outcomes.

# Collaborators

Description of the role of collaborators from HBKU entities and external (if any), their contributions, and activities

|  |  |  |  |
| --- | --- | --- | --- |
| **Collaborator** | **Scope**  Please describe the role of partner entities. If external to HBKU, please include a justification for this partnership. | **Tasks** | **Timeline** |
| [Name of investigator – Entity] |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Project Roadmap

Describe and explain your overall methodology/technical approach and a list of main activities and deliverables. Please add rows as needed.

| ***Work Packages*** | ***Key Milestones*** | ***Start Date***  ***(M-Y)*** | ***End Date***  ***(M-Y)*** | ***Deliverable*** | ***Responsible Member Name - Entity*** |
| --- | --- | --- | --- | --- | --- |
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# Project Impact – Knowledge Mobilization Plan

Describe the expected project impact and describe potential applications, sectors, beneficiaries and stakeholders, and how they can be applied.

# Potential Intellectual Property

State any new IPs that shall emerge from this work.

# Project Resources and Budget Breakdown

List of existing resources that will be utilized for this project. Please make sure to provide detailed justifications, mentioning also the year of the project.

|  |  |  |
| --- | --- | --- |
| Resources | Description | Entity |
| Staff | (Role, Name, n. of days Y1, n. of days Y2) |  |
|  | 1 |  |
|  | 2 |  |
|  | 3 |  |
|  | … |  |
| Equipment |  |  |
| Consumables |  |  |

List of new resources that will be procured for this project. Please add rows for each element under the specific category as needed. Kindly note that the budget needs to match with the PIA form.

|  |  |  |  |
| --- | --- | --- | --- |
| **Resource** | **Requested Budget** *(QAR)* | **Cost-shared contribution** *(QAR)* | **Justification***(including job position, daily fee, n. of days)* |
| Personnel Year 1 |  |  |  |
| Personnel Year 2 |  |  |  |
| **Total Personnel** |  |  |  |
| Equipment Year 1 |  |  |  |
| Equipment Year 2 |  |  |  |
| **Total Equipment** |  |  |  |
| Research consumables and External Research Services Year 1 |  |  |  |
| Research consumables and External Research Services Year 2 |  |  |  |
| **Total Research Consumables and External Research Services** |  |  |  |
| Total Year 1 |  |  |  |
| Total Year 2 |  |  |  |
| **Grand Total** |  |  |  |

# Project Risks and Mitigation Plans

|  |  |  |
| --- | --- | --- |
| Identified Risks | Impact (high-medium-low) | Mitigation Plans |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# References

*Only relevant references*

# Appendix

*CVs of the applicant and all participants with relevant information such as education, experience and publications.*

*Please use this format. The CV should not exceed 2 pages.*

**curriculum vitae (CV)**

**Name**

Phone: *(000) 0000-0000* Address: *Add your address*

Email: *Add your email* Nationality: *Add your nationality*

**Publications**

*List the publications most relevant to your proposal in an acceptable reference format commonly used in your field*

**Areas of Expertise**

*Provide a summary of your relevant skills and areas of expertise*

**Link**

*Add a link to your website/LinkedIn profile (if available)*