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| **Application Form For R&D Project**  *This form may take you 20 minutes to fill in.*  *You will need all parties’ information and project details to fill in the form.*   1. *Please complete and attach the signed form and supporting documents in a zip file (<10MB) to upload together with the Application page in SMI’s Grant Management System for processing.*   *(Note: Approval of this application is at the sole discretion of SMI.)* |  |

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| 1. **Name of Host Institution (IHL/RI)** | | | | | | | |
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| 1. **Project Title**  **Category**: [R&D / Policy] | | | | | | | |
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| **C. Project Team** (Please include CVs and details of all the team members in Appendix I) | | | | | | | |
| Overall team leader (PI) | | |  | | | | |
| List of IHL/RI team members | | |  | | | | |
| List of Collaborators, if any  (Industry / Academic Collaborators) | | |  | | | | |
| **Category of Research Personnel** | | | **No. of Full-time** | | **No. of Part-time** | | **Total** |
| Research Fellow | | |  | |  | |  |
| Research Engineer | | |  | |  | |  |
| Research Associate | | |  | |  | |  |
| Research Assistant | | |  | |  | |  |
| Technician | | |  | |  | |  |
| Student Assistant | | |  | |  | |  |
| [Details] | | |  | |  | |  |
| **D. Brief Project Abstract** (Please include project details in Appendix II) | | | | | | | |
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| **E. Summary of Project Objectives** | | | | | | | |
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| **F. Academic Significance of Project** | | | | | | | |
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| **G. Practical Relevance to the Maritime Industry** | | | | | | | |
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| **H. Practical Relevance to Industrial Partner (If applicable)** | | | | | | | |
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| **I. Summary of Deliverables** | | | | | | | |
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| **J. Project Schedule**  (Detailed project schedule to be included in Appendix III) | | | | | | | |
| Estimated project duration: months | | | | | | | |
| **K. Capability Building / Performance Indicators**   |  | **TARGET CAPABILITY / PERFORMANCE INDICATORS** | **ORIGINAL TARGETS (TOTAL)** | | --- | --- | --- | | **Manpower** | **No. of Research Fellows / Post-Doctoral Researchers hired** |  | | **No. of Research Associates / Assistants / Engineers hired** |  | | **No. of Student Assistants hired** |  | | **No. of Ph.D. Students trained** |  | | **No. of Master Research Students trained** |  | | **No. of Master’s Research and Ph.D. Students Spun Out** |  | | **No. of Undergrad / Polytechnic / J.C. Students attached** |  | | **Academic Collaboration** | **No. of International Institutes of Higher Learning / Research Institutions in Collaboration** |  | | **No. of Local Public Institutes of Higher Learning / Research Institutions in Partnership (Partner Institutions)** |  | | **Research & Technology Development** | **No. of Technology Disclosures** |  | | **No. of Technology Transfers** |  | | **No. of Patents Applications Filed** |  | | **No. of Patents Granted** |  | | **No. of Journal Papers Published (e.g. in SCI, EI, Scopus Database)** |  | | **No. of Conference Papers Published** |  | | **No. of Policy Research publications** |  | | **No. of IP Licences to Industry** |  | | **Industry Development** | **Industry Dollars Received to Fund Project (Cash, S$)** |  | | **Industry Dollars Received to Fund Project (In-Kind, S$)** |  | | **No. of Industry Partners as Collaborators** |  | | **No. of Research Staff spun out** |  | | | | | | | | |
| **L. Technology Readiness Level (TRL) Target**  (Based on NASA TRL 1 to 9)   |  |  |  | | --- | --- | --- | | Item | Current: | Target: | | [Component 1] | 1-9 | 1-9 | | [Component 2] | 1-9 | 1-9 | | [Component 3] | 1-9 | 1-9 | | | | | | | | |
| **M. Summary of Project Cost and Funding**  (Please attach the detailed budget estimates in Appendix V) | | | | | | | |
| **Project Item** | **SMI Funding Sought (S$)** | **Institute Collaborator (S$)** | | **Industry Collaborator (S$)** | | **Total Project Cost (S$)** | |
| Manpower |  |  | |  | |  | |
| Equipment |  |  | |  | |  | |
| Consumables & Other Miscellaneous Cost |  |  | |  | |  | |
| Overseas Travel |  |  | |  | |  | |
| Indirect Research Cost |  |  | |  | |  | |
| Total |  |  | |  | |  | |

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| **N. Other sources of funding**  Have you applied for/attained any other forms of incentives/funding? |
| YES / NO  \*If Yes, please elaborate: |
| **O. Undertaking by Principal Investigator** |
| In signing this Project Application, the Principal Investigator UNDERTAKE, on any Project Award, to:   * Declare that the information provided in this application form is true and correct. * Not send similar versions or part(s) of this proposal to other agencies for funding. * Ensure that the SMI Fund is acknowledged in all publications. * Ensure that all publications arising from research wholly or partially funded by SMI will be forwarded to SMI for approval. * Obtain approval from SMI and/or relevant University/Polytechnic and/or A\*STAR Research Institute before engaging in any commercial activity that will exploit the findings of the research funded under the project. * Sign a confidentiality agreement prior to any discussions with industries, if applicable. * Agree and consent to SMI as well as their respective representatives and/or agents of collecting, using, disclosing and sharing amongst themselves any Personal Data set out in this application, and disclosing such Personal Data within SMI and Organizations / relevant third parties authorised for the purpose of application review and funding consideration.   -------------------------------------------------------------  Name and Signature of IHL/A\*STAR RI  Principal Investigator  Date: |

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| **P. Overall Evaluation / Undertaking by Evaluators**  Based on the above given evaluations, the Director of Research (or equivalent authority in PI’s employing organisation) of the IHLs or A\*STAR Research Institute (if applicable), in consultation with the head of faculty/school/department of the respective IHLs or A\*STAR Research Institute, and taking into account the number of R&D projects which the Principal Investigator currently has on hand, hereby decide that the proposed project is:  **SUPPORTED / NOT SUPPORTED**  In signing the Project Application, the IHLs or A\*STAR RIs (if applicable) UNDERTAKE, on any Project Award, to:   * Provide appropriate support towards the project submission. * Ensure that the funds provided are used for the appropriate purposes. * Ensure that approval from SMI has been obtained before engaging in any commercial activity that will exploit the findings of the research funded under the Project; and * Support and agree to this proposal being carried out in the respective IHLs or A\*STAR RIs (where appropriate).   -------------------------------------------------------------  Name and Signature of Director of Research of the IHL/  ED of A\*STAR RI (or equivalent)  Date: | |
| -----------------------------------------------------------  Signature of IHL/A\*STAR RI Co- Investigator  Name:  Date: | -----------------------------------------------------------  Signature of Industry/Academia Collaborator  Name:  Date: |
| -----------------------------------------------------------  Signature of IHL/A\*STAR RI Co- Investigator  Name:  Date: | -----------------------------------------------------------  Signature of Industry/Academia Collaborator  Name:  Date: |
| -----------------------------------------------------------  Signature of IHL/A\*STAR RI Co- Investigator  Name:  Date: | -----------------------------------------------------------  Signature of Industry/Academia Collaborator  Name:  Date: |

**APPENDICES I - V**

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| **APPENDIX I: TEAM MEMBERS** | |
| Please provide details on the following:   1. Name 2. Title 3. Department 4. Organisation 5. Postal Address 6. Tel No. 7. Fax No. 8. Email Address 9. Role in Project 10. CV | |
| **APPENDIX II: PROJECT DETAILS** | |
| Please provide details on the following:   1. Background for Project 2. Objectives and Scope 3. Project Description (where relevant)    1. Description and Methodology    2. Innovation content, features and specifications    3. State of the art technology & Targeted TRL 4. Project Deliverables    1. Detailed list of proposed deliverables 5. Role of partners (If applicable)    1. Brief Background on Partners    2. Contribution to Project    3. Benefits for Partners 6. Project Risk 7. Others | |
| **APPENDIX III: PROJECT SCHEDULE** | |
| Please provide details on the following:   1. Detailed project work plan 2. Overview in Gantt Chart format | |
| **APPENDIX IV: PROJECT ELIGIBILITY** | |
| Project activities performed in Singapore?  [*If “NO” or part of research is performed outside of Singapore, please elaborate here*] | **YES / NO** |
| Project Principal Investigator (PI) and Co-Investigator(s) based in Singapore | **YES / NO** |

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|  |  | | **APPENDIX V: DETAILED BUDGETS** | | | | | | | |
| **Expenditure Items** | | | | **SMI Funding Sought (S$)** | | | | **Institute Collaborator**  **(S$)[[1]](#footnote-1)a** | **Industry Collaborator**  **(S$)1b** | **Total Project**  **Cost (S$)** |
| **Category**  **(Refer to Footnote)** | | **Details of Items** | | **Year**  **1** | **Year**  **2** | **Year**  **3** | **Indirect Research Cost**5 **(20%) $** |
| **Manpower[[2]](#footnote-2)**  (Please provide itemised details) | |  | |  |  |  |  |  |  |  |
| **Equipment****[[3]](#footnote-3)**  (Please provide itemised details) | |  | |  |  |  |  |  |  |  |
| **Consumables & Other Misc. Cost**3  (Please provide itemised details) | |  | |  |  |  |  |  |  |  |
| **Overseas Travel**3**,[[4]](#footnote-4)**  (Please provide itemised details) | |  | |  |  |  |  |  |  |  |
| **Grand Total** | | | |  |  |  |  |  |  |  |

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| **Justifications for the Manpower (Provide breakdown in Man-Months)** |
| Justifications of Expense of Manpower (EOM):  Summary of EOM:   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **No** | **Designation** | **Year 1 ($)** | **Year 2 ($)** | **Year XX** | **Total ($)** | | 1 |  |  |  |  |  | | 2 |  |  |  |  |  | | 3 |  |  |  |  |  | | 4 |  |  |  |  |  | | 5 |  |  |  |  |  | |  | **Total EOM** |  |  |  |  | |
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| **Justifications for the Equipment** |
| Justifications of Expense of Equipment (EOE):  Summary of EOE:   |  |  |  | | --- | --- | --- | | **No** | **Description** | **Total ($)** | | 1 |  |  | | 2 |  |  | | 3 |  |  | | 4 |  |  | | 5 |  |  | |  | **Total EOE** |  | |
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| **Justifications for the OOE** |
| Justifications of Other Operating Expenses (OOE):  Summary of OOE:   |  |  |  | | --- | --- | --- | | **No** | **Description** | **Total ($)** | | 1 |  |  | | 2 |  |  | | 3 |  |  | | 4 |  |  | | 5 |  |  | |  | **Total OOE** |  | |
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| **Justifications for Overseas Travel:** |
| Justifications of Oversea Travel (OT)  Summary of OT:   |  |  |  | | --- | --- | --- | | **No** | **Description** | **Total ($)** | | 1 |  |  | | 2 |  |  | | 3 |  |  | | 4 |  |  | | 5 |  |  | |  | **Total OT** |  | |
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| **IHL / RI Contribution**  (Please provide details) | | | | |
| **Host Institution** | PI Time Contribution | (Name) |  | % / hours |
| Co-PI Time Contribution | (Name) |  | % / hours |
| (Name) |  | % / hours |
| Others | (Details here) | | |
| **Partner Institution** | Co-PI Time Contribution | (Name) |  | % / hours |
| (Name) |  | % / hours |
| Others | (Details here) | | |

1. a & 1b Please indicate cash or in-kind under Institute and/or Industry Collaborator’s column. [↑](#footnote-ref-1)
2. PI & Co-PI Manpower Cost are not fundable, Manpower cost should exclude IRC/ Overheads & GST. [↑](#footnote-ref-2)
3. All amount stated for Equipment, Consumables and Overseas Travel should Include prevailing GST [↑](#footnote-ref-3)
4. Overseas Travel do no exceed $6,000 per person per trip and do not exceed $12,000 per year for total travel expenses

   5 Up to 20 percent of the total qualifying approved direct costs. In the computation of the IRC, the costs of the exceptional items are to be excluded. The exceptional items include, but are not limited to, the following: (1) Equipment costing more than S$100,000; (2) Purchase of intellectual property that is needed to carry out the proposed R&D work; (3) Payment for subcontracting of non-research work (e.g., the development of tools for the research); (4) Infrastructural work that is approved (following strong justifications) under the direct Project budget; and (5) Any other exceptional items at SMI’s sole and absolute discretion. [↑](#footnote-ref-4)