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| **Maritime Research Professorship & Experts Programme (MRPE)****Application Form**  |  |

*This form may take you 20 minutes to fill in.*

*You will need all parties’ information and project details to fill in the form.*

*This Application Form should be completed in accordance with the following documents:*

*Terms and Conditions of Appointment and Funding Under the Maritime Research Professorship and Experts Programme; and*

*SMI MRPE Application Guidelines.*

1. *Please complete and attach the signed form and/or supporting documents in a zip file (<10MB) to upload together with the Other Request in SMI’s Grant Management System for processing.*

*(Note: Approval of the application is at the sole discretion of SMI.)*

**Application ID:**

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| 1. **Name of Host Institution** (Maritime research Centres of Excellence (CoEs), Institutes of Higher Learning (IHLs), or A\*STAR Research Institutes)
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|   |
| 1. **Name of Contact Person and Contact Details** (Include office/mobile numbers, email address, etc)
 |
| 1. **Appointment Type** (Select one)
 |
|  |
|  |  | Individual Appointment |  | Team Appointment (Up to 4 personnel) |
|  |
| **D. Details of MRPE Programme Appointee(s)** (*Include CVs and details in Appendix I*) |
| **Name(s) of Appointee(s)** | **CoE / Faculty / School / Dept attached to**  | **Appointment[[1]](#footnote-1)**  | **Appointment Period**(Min. 4 weeks per year) |
| **Start**(DDMMYYYY) | **End**(DDMMYYYY) |
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| **E. Objectives and Scope of Engagement of Appointee(s)** |
| **F. Planned Activity Schedule for Appointee(s)** (Include Gantt Chart) |
| **G. Summary of Deliverables**  |
| **H. Description of any Pre-identified Project(s) to be undertaken by Appointee(s)** (Provide details in Appendix II) |
|  |
| **I. Maritime Research Focus Area(s) / Capability(ies) to be developed by Appointee(s)** (Provide details in Appendix III) |
| **J. Summary of Funding Sought from SMI**(Attach the detailed budget estimates in Appendix IV)  |
| **Expenditure Item** | **Funding Sought (S$)** |
| Honorarium |  |
| Airfare (for overseas visiting appointees. Up to 2 round trips per year)  |  |
| Total |  |
| **Contribution In-kind, if any** | **Host Institution****(S$)** | **Industry Collaborator**(\_\_\_\_\_\_\_\_(Name)\_\_\_\_\_)**(S$)** |
| (Description) |  |  |
| (Description) |  |  |
| (Description) |  |  |
| (Description) |  |  |
| Total |  |  |

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| **K. Undertaking by Host Institutions (CoEs, IHLs or A\*STAR Research Institutes)** |
| In signing this Application, the Applicant of the respective CoEs, IHLs or A\*STAR Research Institutes UNDERTAKE, on any MRPE 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/supported under the MRPE Award; and
* Sign a confidentiality agreement prior to any discussions with industries, if applicable.

------------------------------------------------------------- Name and Signature of CoE / IHL / A\*STAR RI ApplicantDesignation:Date: |
| **L. Overall Evaluation / Undertaking by CoEs, IHLs or A\*STAR Research Institutes**Based on the above given evaluations, the Director(s) of the respective CoE(s), IHL(s) or A\*STAR Research Institute(s) (if applicable), in consultation with the head of faculty/school/department of the respective IHL(s) or A\*STAR Research Institute(s), and taking into account all the requirements stipulated under the SMI MRPE Programme, hereby recommend that the application is: **SUPPORTED / NOT SUPPORTED**In signing the Application, the Director of CoE, IHL or A\*STAR RI (if applicable) UNDERTAKE, on any Award, to:* Provide appropriate support towards the application 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 Appointee(s) funded under the MRPE Programme; and
* Support and agree to this proposal being carried out in the respective CoE, IHL or A\*STAR RI (where appropriate).

------------------------------------------------------------- Name and Signature of CoE / IHL / A\*STAR RI DirectorDate: |

**APPENDICES I - IV**

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| **APPENDIX I: SMI MRPE PROGRAMME APPOINTEE(S)**  |
| Please provide details on the following:1. Name
2. Title / Designation, Department and Organisation
3. Postal Address
4. Tel No., Fax No., and Mobile No. (where applicable)
5. Email Address(es)
6. Curriculum Vitae
7. Area of Research Focus Expertise
8. Reasons for selecting candidate (if necessary)
9. Any other necessary information
 |
| **APPENDIX II: PRE-IDENTIFIED PROJECT DETAILS** |
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| **APPENDIX III: MARITIME RESEARCH FOCUS AREA(S) AND CAPABILITY(IES)** |
| Please provide details on the following: |

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| **APPENDIX IV: DETAILED APPOINTMENT BUDGET** |
| **Expenditure Items** | **SMI****S$** | **CoE / IHL / A\*STAR RI****S$** | **Industry Collaborator****S$** | **TOTAL****S$** |
| **Category** | **Details of Items** |
| **Honorarium** (Provide itemised details, if applicable)*Exclude IRC/ Overheads & GST* |   |  |  |  |  |
| **Airfare**(Provide itemised details, if applicable)*Inclusive of Prevailing GST* |  |  |  |  |  |
| **Total S$** |  |  |  |  |
| **Contribution In-kind, if any**(Provide itemised details, if applicable) |  |  |  |  |  |

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| **FOR OFFICIAL USE** |
| **L. Overall Evaluation and Decision by SMI** |
| **The following have been checked and verified by SMI:**

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| 1. The Applicant and Appointee(s) are eligible for the MRPE funding
 |
| 1. The objectives and scope of engagement of Appointee(s) are aligned with the objectives of the MRPE
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| 1. The objectives, scope and deliverables of engagement of Appointee(s) are relevant to the research scope of the IHL/IR/CoE and pre-identified research project
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| 1. The appointment period and cumulative number of days of engagement are within the limits stipulated in the MRPE Application Guidelines; where the appointment period and cumulative number of days of engagement falls outside the limits, reasonable justifications are provided
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| 1. The airfare sought is reasonable and within the limits stipulated in the MRPE Application Guidelines (Economy Class); where Business Class airfare is sought, reasonable justifications are provided
 |
| 1. The honorarium sought is reasonable and within the quanta stipulated in the MRPE Application Guidelines; where honorarium sought exceeds the quanta, reasonable justifications are provided
 |
| 1. All the mandatory details are satisfactorily provided in the application
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| 1. Overall, the application meets the requirements stipulated in the MRPE Application Guidelines and Terms and Conditions of the MRPE Programme
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| Name: | Signature: |
| Designation:  |
| Date: | Comments for decision (if any): |
| The above MRPE application is:* **Recommended**
* **Not recommended**
 |

**Approval by SMI:**

|  |  |
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| Name: | Signature: |
| Designation:  |
| Date: | Comments for decision (if any): |
| The above MRPE application is:* **Approved**
* **Not approved**
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1. Associate / Assistant Professor, Scientist, Senior Research Fellow, Research Fellow, Industry Expert^, etc.

^At least 5 years of executive management or senior professional working experience [↑](#footnote-ref-1)