



MOMBASA POLYTECHNIC UNIVERSITY COLLEGE



Research and Innovation Grants Application form

Read carefully the Guidelines for general instructions and advice pertaining to specific questions before filling the application form. The form should not be modified from its original format.

1.0 APPLICANT (PROJECT COORDINATOR)

1.1 Personal details of applicants

Title: i)

ii)

iii)

Surname:

Other name(s):

Name as it appears on your National ID:

Date of Birth (DD - MM –YYYY):

Nationality:

Email:

1.2 Most recent academic qualification

(attach your brief curriculum vitae and that of your collaborators – Maximum 3 pages each)

2.0 RESEARCH PROJECT

2.1 Theme of project:

2.2 Field(s) of application:

2.3 Research project title: (Use a short descriptive title of not more than 20 words)

2.4 Abstract: (maximum 150 words)

2.5 Total Budget:

2.6 Keywords: (3 – 5 key words describing your project(s))

3.0 CERTIFICATION FOR APPLICANT

The applicant, Chairman, Dean of faculty, RIE&E Director and the Principal must sign this page. It should be stamped.

3.1 Applicant's Signature: _____ Date: _____

3.2 Chairman's Signature: _____ Date: _____

3.3 Dean of faculty: _____ Date: _____

3.4 RIE&E Director: _____ Date: _____

3.5 Principal: _____ Date: _____

4.0 CONTACT INFORMATION

If you will be carrying your project at an institution different from Mombasa Polytechnic University college please provide full address of your project location in the space below.

4.1 Name of the Institution:

4.2 Location:

4.3 Contact:

5.0 PROJECT COLLABORATORS

Name	Affiliation				Role in the project	Area of expertise
	Institution	Faculty	Department	Highest Qualification		
Total number of collaborators						

6.0 EMPLOYMENT OF PROJECT COORDINATOR

6.1 Present

6.1.1 Employer:

6.1.2 Occupation:

6.1.3 Duties and responsibilities:

6.1.4 Relevant experience:

6.2 Previous positions

Month/year			
From	To	Your position and address of your employer	Responsibilities

7.0 Proposed research project

7.1 Summary (outline your research project in not more than 300 words)

7.2 Background information (a brief historical background information on the activities related to project from relevant literature) (1 page).

7.3 Research objectives

7.4 Expected outputs (Outline the expected direct results from your research project activities).

7.5 Target beneficiaries

7.6 Project commercialization (if any) (Indicate any commercial benefits if expected and any requirement for commercialization if technically successful).

7.7 Intellectual property position (List any intellectual property that can be registered)

7.8 Methodology

7.8.1 Identify any specialized equipment, facilities and infrastructure required for the research project (1/2 page)

7.8.2 Describe the activities and methodology for the research project (2 pages)

8.0 RESEARCH PROJECT ACTION PLAN

Provide a clear indication of the tasks that will be performed to complete the research project and the project activities as indicated below.

Tasks/Activities	Year 1				Year 2			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4

9.0 RESEARCH PROJECT BUDGET

9.1	Equipment (Specify and describe each item)	COST IN KSHS
1.		
2.		
3.		
Sub-total		

9.2	Expendable supplies	COST IN KSHS
Sub-total		

9.3	Literature, documentation, information	COST IN KSHS
Sub-total		

9.4	Local travel	COST IN KSHS
Sub-total		

9.5	Extra personnel	COST IN KSHS
Sub-total		

9.6	Other costs (specify)	COST IN KSHS
Sub-total		

TOTAL PROJECT BUDGET (KSHS):

10.0 List the items you may request funding for in the budget, describing their function, explain their cost, and defend their use in the research project (Attach explanatory notes of the budget)