

Guidelines for College Annual Research Grant (CARG)
Jigme Namgyel Engineering College, Royal University of Bhutan
Dewathang

1. Introduction

The Jigme Namgyel Engineering College sets aside its about 2% of the Annual College Budget to support research related activities in the College every year. These funds (which will depend on a yearly basis) will be used to support (among others) high quality research proposals from individual researcher or a team of researchers that will help build research profile of the College. These grants will be known as the **College Annual Research Grant (CARG)**.

In order to distribute these grants on a just and fair means, the College has categorized the entire faculty/research staff into three groups/categories. The three categories are:

- Category 1: Beginner Career Researcher (BCR);
- Category 2: Early Career Researcher (ECR);
- Category 3: Mid-Career Researcher (MCR);

Beginner Researchers (BR) are defined as faculty/staff without any research experience and have no publication record to date but have attended in-house research capacity building workshops.

Early Career Researchers (ECR) are defined as faculty/staff with some research experience and have some publication records. Their research experiences mainly come from having completed Master's level university research courses, attendance at in-house research capacity building workshops, presentations at seminars and with two or more publications.

Mid-Career Researchers (MCR) are defined as faculty/staff with Master and above qualification and should have three national one international journal publications, one seminar/conference proceedings.

All applications for the CARG will be considered on a competitive basis. Therefore, applicant(s) from each category will compete within their respective category identified above.

For successful AURG applicant, if the approved fund is not sufficient, the CARG will support to maximum of 50% upon critical review by CRC with recommendation for approval. The approval is subjected to well justified application from researcher and recommendation of CRC.

2. Objectives of the Scheme

- 2.1 To promote the overall research culture at the College;
- 2.2 To promote the importance of research based teaching and learning culture;
- 2.3 To increase research productivity of the faculty/staff under each of the categories identified;

2.4 To support, on a competitive basis, high quality projects, aligned to the College's research priorities;

3. Funding Allocations

3.1 Funds (in Million) will be allocated as follows:

Up to Nu. 0.05m Maximum for Category 1: Beginner Career Researcher (BCR)

Up to Nu. 0.06m Maximum for Category 2: Early Career Researcher (ECR)

Up to Nu. 0.08m Maximum for Category 3: Mid-Career Researcher (MCR)

Applicants must submit for budgets within the applicable range to be eligible for consideration.

3.2 The College, with funding support from its annual budget (2% at the moment) plus funding support from other sources will provide an appropriate allocation to support the CARG – support up to 5 BCR grants, up to 3 ECR grants, up to 1 for MCR grant annually (which is subjected to review based on application and CARG).

3.3 Total funding requested may not be awarded in full if the CRC is not satisfied with the proposed budget.

3.4 A project will be funded either for one academic (financial) year or for one particular semester (Beginning of July/February–End of June/December).

3.5 Extension of project completion time will be granted on a case-by-case basis. However, it will be possible to make especial arrangements if the research is not able to complete due to circumstantial measures. The researcher need to apply with necessary supporting evidences for the consideration (CRC will review the case for final decision).

3.6 Funds will be released upon submission of the half yearly/duration progress report in the ratio of 60:40 percent of the approved budget

3.7 In order to save some academic/intellectual input time, provision for hiring research assistants, especially to administer survey questionnaire, transcribe interview data and punching survey data will be considered.

4. Eligibility Criteria

4.1 Any individual faculty/staff or teams who have submitted their research profile will be eligible. But the priority will be given for group of researcher than that of solo researcher.

4.2 A particular faculty/staff will be eligible to be a Principal Researcher for not more than one project in a given year. However, a Principal Researcher can be a member of the research team (i.e. Co-researcher) for not more than two projects.

- 4.3 A particular faculty/staff will be eligible to be a member of the research team for not more than two projects at the given time.
- 4.4 In case a team research does not progress as expected, then a faculty or research belonging to category 2 and category 3 could be requested to be the Principal Researcher.

5. Criteria for Selection

Preference will be given to:

- 5.1 The quality of the proposed research project (research that aims to– discover new knowledge, provide solution to an important practical or theoretical problem/s, a significant conceptual advance in the field of study, methodologies that are consistent with best international practices, representing significant methodological advance in the field, conforms to ethical practices in research);
- 5.2 Projects directly relevant to improving teaching and learning;
- 5.3 Team projects and or multidisciplinary approach with two to four members;
- 5.4 The quality of research track record of the researcher or the research team members;
- 5.5 Outcomes from any previous research grants (internal or external);
- 5.6 The likelihood of the proposed research project leading to significant publications; and
- 5.7 The proposed research focuses on the College/University research priority areas.

6. Submission of Half Yearly/ Duration Progress Report

- 6.1 Grantees of CARG will be required to submit progress report of their research/project. Funds will be released as per the review of the progress report by CRC.
- 6.2 The duration of project as well as starting, progress submission and final report submission should be clearly reflected in the application of CARG.

7. Additional Information

- 7.1 The application form will be made available from DRIL office
- 7.2 Applications will be accepted only if submitted electronically on the form/format provided;
- 7.3 All applications will be evaluate by the CRC;

- 7.4 If the applicant is a member of the CRC, that applicant will be asked to withdraw from the evaluation team when his/her application is considered;
- 7.5 Members of CRC will be required to declare any conflicts of interest in relation to applications;
- 7.6 Any applications received later than the deadline provided will be considered invalid for that particular cycle;
- 7.7 Any incomplete applications submitted will be considered invalid;
- 7.8 It will be the responsibility of the applicant to negotiate teaching relief (if required) with the Dean of Academic Affairs;
- 7.9 The College will do needful in providing necessary resource support as deemed by applicant. This will make use of existing resources as well as build if necessary for the college.