|  |  |
| --- | --- |
|  |  |
|  |  |

**DU Proposal Application Form**

**Cover page**

|  |  |
| --- | --- |
| **Project Title (Arabic):** |  |
| **Project Title (English):**  |   |
| **Name of PI:**  |  |
| **Faculty:**  |  |
| **Department:** |  |
| **Requested DU Budget:** | Total Budget ( LE) |
|  |  |
| **Grant Type:** |  |
| **[ ]  Collaborative** |  |
| **[ ]  Applied** |  |
| **[ ]  Basic**  |  |

**Project Area (***Please check one only***):**

|  |  |
| --- | --- |
| الطاقة Energy  | [ ]  |
| المياه Water | [ ]  |
| الصحة و الرياضة Health and Sport | [ ]  |
| الزراعة والغذاء Food and Agriculture | [ ]  |
| حماية البيئة والموارد الطبيعية Natural resources and conservation | [ ]  |
| التطبيقات التكنولوجية Applied Technology  | [ ]  |
| Commerce & Strategic industries التجارة والصناعات الاستراتيجية | [ ]  |
|  Communation &Communication technology تكنولوجيا المعلومات والاتصالات | [ ]  |
| التعليم أمن قومي Education is a national security  | [ ]  |
| السياحة و الاتجاهات الحديثة في مجال الأثار Tourism & modern trends in Archaeology field | [ ]  |
| Human researches, Arts and languages البحوث الانسانية والاداب واللغات  | [ ]  |

***Keywords:***

**Part A: The Research Team**

***A.1. Research Team Information Table (one page)***

See Annex 1

***A.2. Biographies***

See Annex 2

**Part B: The Research Proposal**

**B.1. English Abstract**

**B.2. Arabic Abstract**

**B.3. Introduction/Background**

**B.4. Objectives**

**B.5. Research Approach and Methodology**

**B.6. Equipment**

**B.7. Domestic Transport (one page maximum)**

**B.8. Project Management**

**B.9. Time Schedule - Gantt Chart (two pages maximum)**

The Gantt chart should be prepared using the template given in Annex 3.

**B.10. Expected Project Outcomes and Impact (two pages maximum)**

**B.10.A Technical output and Impact:**

**B.10.B How will your department/ faculty / university benefit and how does the project support the strategies or needs of Damietta University strategic plan?**

**B.11. Budget Table (2-3 pages, depending on the project duration)**

 (Annex 4).

**B.12. Budget Justification (one page maximum)**

**B.13. Key References (one page maximum)**

List outstanding, recent and relevant literature cited in the proposal.

**ANNEXES**

|  |  |
| --- | --- |
| **Annex 1: Research Team Information Table (Please fill out in English):** |  |
| **Name of Res. Team Member in English** | **Name of Res. Team Member in Arabic** | **Faculty / Dept. in English** | **Position / Title**  |  **% of time spent on project** | **No. of months** | **Incentive per month****(LE)**  | **National ID No.****(الرقم القومى)**  | **Number of other projects and their IDs** | **Total % of time spent on other projects** | **Signature** |
|   |   |   |   |   |   |  |   |   |   |   |
|   |   |   |  |   |   |   |  |   |   |  |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|   |   |   |   |   |   |   |   |   |   |   |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**Annex 2**

**CV Format**

|  |
| --- |
| **1. Basic Information** |
| Full Name in Arabic:  | Full name in English: *(As you write it in Int. publications, underline family name):* |
| Date of Birth:  |  |
| National ID |  |
| Last University Degree  | Faculty | Graduation Date  |
| Title:  | Field of specialization: |
| Affiliation: |  |
| Current Position: |  |
| Contact Information:Mobile Phone: Fax: E-mail: |
|  **2. Scientific Achievements** |
| *h* index (SCOPUS only) | Citations (SCOPUS only) | Total no. of Int. publications in SCOPUS |
| Last three recent relevant publications *Authors (underline your name), year, title, Journal, vol. and pages* |
| 1 |  |
| 2 |  |
| 3 |  |
| If applicable, state other salient scientific achievements such as patents (granted only) and scientific prizes  |

**Annex 3 – Gantt chart\***

**Title of the project:**

**Project ID:**

**PI: Affiliation:**

**Actual start date of the project:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Task No.** | **Title of Task/Sub-task** | **Start Date** | **End Date** | **Duration (Months)** | **1st Year** | **Expected measurable outcomes of successful implementation of the task** |
| M 1M 2 | M2 | M3 | M 4 | M5 | M6 | M7 | M8 | M9 | M10 | M11 | M12 |
| **1** | ………………..………….. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.1 | ……………………..…….. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 1.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **2** | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.1 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2.3 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **3** | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.1 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **4** | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.1 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4.2 | ……………………………. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

***\**** *The above chart is given as an example. In this example, cells highlighted in yellow indicate main tasks, and cells highlighted in green indicate sub-tasks.*

*Cells highlighted in red indicate the last months of the reporting periods. A progress/final report should be submitted shortly after the end of each period.*

*Please add more columns (for projects longer than 24 months) and/or rows (for tasks and sub-task) if needed.*

**Annex 4**

|  |  |
| --- | --- |
|  | **Budget Table** |
| **Eligible costs** | **Breakdown** | **DU Funds** **(L.E.)** | **Co-Funds (if any) (L.E.)** |
| **(A) Incentives****(10%)** | **Team member** | **No.**  | **% of time spent on the project** | **Monthly incentive** | **No. of months** |   |  |
| PI |  |  |  |  |  |  |
| \*Researcher A |  |  |  |  |  |  |
| \*Researcher B |  |  |  |  |  |  |
| \*Researcher C |  |  |  |  |  |  |
| Manual labor |  |  |  |  |  |  |
| Technicians |  |  |  |  |  |   |
| Consultants |  |  |  |  |  |  |
| **Total incentives** |  |   |
| **(B) Research Facilities** | **A separate breakdown is required** **(Analysis, Paid examinations)** |  |   |
| **(C) Expendable Supplies & Materials** | Miscellaneous Laboratory supplies (chemicals, kits, soft wares… etc.) |  |   |
|  |   |
| **Not allowed to buy computers, laptops, printers…etc** |  |   |
| **(D) Domestic Transfer** | **Domestic** | Transportation (Bus/train tickets, public transportation, …etc.) |  |   |
| Per Diem (governmental regulations apply to allowed per diem) |  |  |
| **Total**  |  |   |
| **( E ) Other Direct Costs** | Publication costs in Indexed Journal  |  |   |
| Others  |  |   |
| **Total other direct costs** |  |   |
| **( F) Total Budget** | **Sum of (A ) through ( E ) above** |  |  |

\*Researcher A = Ph.D. holder Researcher B = M.Sc. holder Researcher C = B.Sc. holder