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|  | HIGHER EDUCATION COMMISSION  SECTOR H-9, ISLAMABAD | **For HEC Use**  Project No.  ---------------------- |

**APPLICATION FORM**

START-UP RESEARCH GRANT PROGRAM

1. **Details of Principal Investigator (P.I.)**

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| 1-1. Name of the Applicant (P.I.): | | | | | | |
| 1-2. Designation: | | 1-3. Department: | | | | |
| 1-4. Name of University/DAI: | | | | | | |
| 1-4. CNIC No. of P.I.  (attach copy of CNIC) | | | | | | |
| 1-5. Cell: | 1-6. Email:  (please enter correct email for all future correspondence) | | | | | |
| 1-7. Date of Ph.D. Award  (attach copy of degree) |  | | | | | |
| 1-8. Date of Joining (D.o.J)University  (attach copy of joining letter) |  | | | | | |
| 1-9. Type of Appointment  🗹tickthe relevant 🗷 cross the others  (attach copy of offer letter/contract) | IPFP  (Faculty members can apply on this within 03 Months from D.o.J) | | TTS  (Faculty members can apply on this within 06 Months from D.o.J) | BPS  (Faculty members can apply on this within 06Months from D.o.J) | | Contract  Faculty members on Contract (not less than 1 Year ) within 03Months from D.o.J) |
| 1-10. Is P.I. HEC Scholars?  🗹tick the relevant | Foreign | | Indigenous | | Not HEC Scholar | |
| 1-11. Title of Project |  | | | | | |
| 1-12. Duration of Project |  | | | | | |

1. **Details of Co-Principal Investigator (Co P.I.)**

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| 2-1. Name of the Co P.I.: | | | |
| 2-2. Designation:  (must be Asstt Prof. and above) | 2-2. Qualification:  (must be Ph.D) | | |
| 2-3. Department: | | | |
| 2-4. Institution/University: | | | |
| 2-4. CNIC No. of Co P.I. | | | |
| 2-5. Cell: | 2-6. Email:  (please enter correct email for all future correspondence) | | |
| 1-9. Type of Appointment  🗹tick the relevant | TTS | BPS | Regular Contract |

1. **Research Proposal**

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| **3-1. Title of the Research Proposal** |
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| **3-2. Problem Statement (max. 100 words)** |
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| **3-3. Research Objective** |
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| **3-4. Research Methodology (including research plan, experimentation, data collection etc. (max. 250 words)** |
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| **3-5. Possible Outcome** |
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| **3-6. How the present research supplement or differ from your Ph.D. research work? (max. 50 words)** |
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1. **Budget Estimates**

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| **4-1. Lab Equipment/Machines/Apparatus**  This may include necessary lab equipment, machines and apparatus to carry out the research. The applicant will have to justify the procurement of equipment and apparatus in the context of his/her research proposal. An applicant may demand lab equipment within Start-up Research Grant maximum permissible limit of Rs. 500,000.  Please note that:  **(a) Applicant must attach 03 quotations from registered vendors to justify the cost of the equipment and apparatus if the total worth of the budget head is exceeds the limit of PKR 100,000/**-  (b)***Refrigerator, chiller, UPS, digital camera, multimedia and air-conditioner is not allowed in SRGP***. | | |
| Item | Justification | Amount (Rs.) |
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| **Sub-Total** | |  |

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| **4-2. Chemicals/Glassware/Consumables/Accessories**  The applicant may propose the chemicals, glassware, lab consumable and allied accessories for lab use keeping in view the nature of the research project. **The applicant must have to attach a list of the items (along with quantity and cost) with the proposal**. There is no limit within Rs. 500,000. | | |
| Item | Justification | Amount (Rs.) |
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| **Sub-Total** | |  |

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| **4-3. Field Visit**  The applicant may include the cost of field visits in the proposal. This may include travel cost by air or by road, POL to official vehicle, rent a car service etc. The maximum limit under this head is Rs. 10,000 depending upon the nature of the project. | | |
| Visits (from - to) | Justification | Amount (Rs.) |
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| **Sub-Total** | |  |

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| **4-4. Sample Analysis**  The applicant may include cost of sample analysis if the analytical facilities are not available within the host university. **The applicant need to mention the number of samples to be analyzed and the name of service provider institution**.For guidance please review HEC Access to Scientific Instrument Policy at HEC website. The maximum limit under this head is Rs. 75,000. | | | |
| Name of Test | No. of Samples | Rate/Test (Rs.) | Amount (Rs.) |
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| **Sub-Total** | | |  |

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| **4-5. Computer, Printer etc.**  The applicant may include Laptop, Computer, and Printer for lab and personal use. **This facility may not be available to those scholars/faculty who have got laptop under any of government or university schemes (PM Laptop Scheme, CM Laptop Scheme or any other) within last two years.** Anyhow, they may procure printer and scanner if required. The maximum limit for laptop/computer is Rs. 60,000 -75,000, and Printer 20,000 – 35,000. The total limit under this head is Rs. 100,000. | | |
| Item | Justification | Amount (Rs.) |
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| **Sub-Total** | |  |

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| **4-6. Studentship**  The applicant may propose to hire the services of one final year undergraduate student or master student **for a maximum period of 6 months** to work in the research project. The students will be paid Rs. 10,000 per month in case of final year undergraduate and  Rs. 15,000 per month in case of master student.  **(attach the details (Name, Subject, Reg #, Session, Current Semester, CNIC and Contact Detail) of student, hired for the project duly countersigned and stamped by HoD)** | | | |
| Category | Rate/Month (Rs.) | Period (months) | Amount (Rs.) |
| B.S Final Year |  |  |  |
| MS Student |  |  |  |
| **Sub-Total** | | |  |

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| **4-7. Office/Lab Furniture**  The applicant may propose lab and/or office furniture up to maximum limit of Rs. 25,000. | | | |
| Item | Rate (Rs.) | Quantity | Amount (Rs.) |
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| **Sub-Total** | | |  |

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| **4-8. Stationery**  The applicant may propose stationery up to maximum limit of Rs. 20,000. | | | |
| Item | Rate (Rs.) | Quantity | Amount (Rs.) |
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| **Sub-Total** | | |  |

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| **4-9. Others** | |
| Item | Amount (Rs.) |
| Honorarium P.I. (max. Rs. 30,000) |  |
| Honorarium Co P.I. (max. Rs. 20,000) |  |
| Contingencies/Unforeseen (max. Rs. 10,000) |  |
| University Overhead Charges (max. Rs. 10,000) |  |
| **Sub-Total** |  |

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| **Grand Total (Rs.)** |  |

**Undertaking and Endorsement**

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| I hereby undertake and affirm that:   * I hereby solemnly declared that I am not defaulters of any HEC scholarship Program (foreign and indigenous) or any other. * I, hereby, solemnly declared that I have not received any Lap top form any Government Scheme with in last two years. * All the information provided above is true to the best of my knowledge and belief. * If the grant is provided, I shall solely be responsible for its proper utilization. * All the supporting documents submitted are authenticated.   Signature of P.ISignature of Co P.I  **Endorsed by (Head of University/Degree Awarding Institute )**  **Vice Chancellor/Rector**Official Stamp  Sign:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dated: |

**Important Notes:**

* Please submit one copy of the proposal (duly bound and **proper flagged**for the signature page and budget pages and all attachments)
* Ensure to attach 03 Quotations (in original) for permanent Lab equipment if the total worth of the budget head is exceeds Rs. 100,000.
* Ensure to attach detailed list (with quantity and cost of each item)(in original) for Lab Chemicals/Glassware/Consumables/Accessories.
* Ensure to attach the details (Name, Subject, Reg #, Session, current semester, CNIC and contact detail) of student, hired for the project duly countersigned and stamped by HoD.
* Ensure to attach the CVs of P.I. & Co P.I. with the proposal.
* Attach a copy of the Ph.D. degree (English Translation if original is in other language)
* Attach a copy of CNIC
* The TTS & BPS P.I. must attach the Joining report & Appointment Letter.
* The IPFP P.I. must attach the IPFP award letter and Joining report.