**Mitsui Sumitomo Insurance Welfare Foundation**

2021 Application Instructions

Singapore

Date (DD/MM/YYYY): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I have read and understood the instructions pertaining to the application of the Mitsui Sumitomo Insurance Welfare Foundation Research Grant and hereby apply for the grant as follows.

|  |  |
| --- | --- |
| **RESEARCH AREA***Check box applicable* | [ ]  **Traffic Safety** | [ ]  **Senior Citizen Welfare** |

**A. GENERAL INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Name of Primary Researcher  |  | 2. Total no. of members in research team | pax |
| 3. Job Title / Organisation |  |
| 4. Organisation Address |  |
| 5. Residential Address |  |
| 6. Telephone |  | 7. Fax |  |
| 8. Email |  |
| 9. Highest Academic Qualification |  |
| 10. Date of Birth |  (DD) (MM) (YYYY) |
| 11. Research Title |
|  |
| 12. Research Synopsis *(Aim of research, method, social significance, etc.)* |
|  |
| 13. Grant Period | From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（　　　　Months） |
| 14. Amount Requested (X-Y) | S$ | 15. Total Research Expenses (X)  | S$  | 16a. Available Resources (Y) | S$  |
| 16b. Details of Available Resources (Y) | S$ Source:*Check box applicable*  [ ]  Awarded [ ]  Applied [ ]  Will apply |
| S$ Source:*Check box applicable*  [ ]  Awarded [ ]  Applied [ ]  Will apply |

*(For official use)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Grant Number |  | Date of Decision |  | Seal A | Seal B |
| Date of Receipt |  | Grant Amount Awarded | S$  |

**B. RESEARCH PLAN**

|  |
| --- |
| 17. Outline of Research Plan*Please describe in detail the content of research, duration and methods*  |
|  |
| 18. Social significance, creativity and practicality of this research. Relationship with and relevance to research trends in the academic world. |
|  |
| 19. Achievements and level of readiness of primary researcher with regards to this research topic*Please indicate reports and theses published by primary researcher in the past 5 years on Page 4.* |

|  |
| --- |
| 20. Necessity in receiving grant from Mitsui Sumitomo Insurance Welfare Foundation *Please explain why the project is unable to receive aids/grants from public organisations or other means.* |

|  |
| --- |
| 21. Proposed schedule for announcement of research results*Name of journal/magazine, academic society, conference and time frame of announcement, etc.* |

**C. RESEARCH TEAM**

*PRIMARY RESEARCHER* (Please attach the CV of the Primary Researcher to the application form.)

|  |  |
| --- | --- |
| 22. Academic and Professional Background | Month, Year |
|  |  |
| 23. Major achievements of Primary Researcher related to this topic of research*Please indicate reports and theses published by primary researcher in the past 5 years* |
|  |
| 24. Grants related to other research topics |
| Title of Research | Name of organisation awarding the grant or the name of the grant | Amount applied or awarded | Status(Awarded/Applied/Will Apply) |
|  |  |  |  |

*CO-RESEARCHERS*

|  |
| --- |
| 25. Allocation of roles*Co-researchers refer to all parties who are involved in the research on a regular basis* |
| Name, Age | Job Title / Organisation | Last institution attended / Year of graduation | Highest Academic Qualification | Role in this project |
|  |  |  |  |  |

**D. REFERENCE**

|  |  |
| --- | --- |
| How did you know about this grant?*(Check box applicable)* | [ ]  MSIG Asia homepage |
| [ ]  Reference by my organisation |
| [ ]  Reference by my peers/ friends |
| [ ]  Others – Please specify: |

**E. BUDGET PROJECTION**

INSTRUCTIONS: List all expenses for which your grant application is intended. For each item, include detailed descriptions.

CATEGORIES:

(i) Research-related equipment

* Total expenditure must be kept within 30% of total research cost. Catalogues and quotations MUST BE attached to the application form.

(ii) Non-equipment expenses

* Allowances – research support personnel and consultants
* Commission – Studies, programme development
* Expendables – experimental animals, experimental medicine, stationery, data recording media, etc.
* Travel – research-related travel
* Reference Item Fees
* Other Expenses

NOTE: Expenses ***not*** covered by the grant include costs of general-purpose equipment such as computers, video cameras, etc., allowances and rewards for researchers (primary researcher, co-researchers), fees associated with the presentation of research findings and conference attendances, general administrative fees such as printing, translation, etc. and indirect costs/fees from researchers’ organisations.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Detailed Descriptions** | **Quantity** | **Unit Price** | **Amount (S$)** |
| **AMOUNT REQUESTED (X-Y)** |
| Research-related equipment |  |  |  |  |
| **Sub-total (I)** |  |
| Allowances |  |  |  |  |
| Commission |  |  |  |  |
| Expendables |  |  |  |  |
| Reference Item Fees |  |  |  |  |
| Travel |  |  |  |  |
| Others |  |  |  |  |
| **Sub-total (II)** |  |
|  |
| **Total Amount Requested (I + II)***(Amount must match Item 14 from Page 1)* |  |
| **AVAILABLE RESOURCES (Y)** |
| **Category**1.2.3. | **Brief Descriptions** | **Amount (S$)** |
| **Total Available Resources***(Amount must match Item 16 from Page 1)* |  |
| **TOTAL RESEARCH EXPENSES (X)** |
| **Total Research Expenses***(Amount must match Item 15 from Page 1)* |  |