



UNIVERSITI  
PENDIDIKAN  
SULTAN IDRIS  
اينوريسيتي قنديديقن سلطان ادريس  
SULTAN IDRIS EDUCATION UNIVERSITY

PUSAT PENGURUSAN PENYELIDIKAN DAN INOVASI  
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## TERMS OF REFERENCE SEPADAN RESEARCH GRANT (AMENDMENT 1)SULTAN IDRIS EDUCATION UNIVERSITY

### 1. OBJECTIVE

1.1 The objective of the Matching Research Grant Terms of Reference is to provide information related to grant management and other matters related to this research. It is a reference source for academic staff, Deputy Deans (Research and Innovation), officers involved in research management and Research Committees in Faculties, Centers, Institutes and Centers for Research and Innovation Management. These terms of reference should be consulted in conjunction with the Research Management Guidelines (2021 amendment).

1.2 The purpose of this matching grant is to increase research collaboration between UPSI and international or local Research Universities/Public Universities/Private Universities/Industry/Agencies to catalyst new ideas generation and innovative creation.

1.3 There are two matching grant categories offered:

1.3.1 Category 1 (National)

Research collaboration between UPSI with **at least any three (3) Research Universities/Public Universities/Private Universities/Industry/Agencies** in each project.

1.3.2 Category 2 (International)

Research collaboration between UPSI and any **one (1) foreign university/agency/industry**.

*\*\*Priority is given to cooperation involving renowned universities/agencies/industry*

1.3.3 Category 3 (National)

Research collaboration between UPSI and any one (1) industry in the country.

\*Industry partners must contribute a minimum of RM10,000.00.

### 2. APPLICATION REQUIREMENT

2.1 This matching grant is offered to permanent and contract UPSI Academic Staff. The period of service of the principal investigator must remain at least one (1) year from the start date of the research.

- 2.2 Academic staff who will or are currently on study leave/ sabbatical/ post-doctoral/ post-doctoral leave are not eligible to apply.
- 2.3 Researchers are eligible to apply for all University Research Grants (GPU) offered simultaneously. However, researchers can only receive one research grant if all applications are successful.
- 2.4 Co-researchers must consist of at least one full-time UPSI academic staff member in the same field of expertise.
- 2.5 The number of co-researchers is a minimum of five (5) people and a maximum of 10 people excluding the principal investigator.
- 2.6 The principal investigator and co-researcher must comply with the established research ethics. Research involving human, animal and biosafety samples must obtain University Research Ethics approval and must be reported in Progress Report 1
- 2.7 Researchers need to apply for one of the three categories of matching grant offered only.
- 2.8 Each group of researchers from collaboration partners must carry out projects in the same research scope as UPSI researchers in their respective universities/industry/agencies.
- 2.9 Each collaboration partner must contribute funds in monetary form that is similar to the amount requested by UPSI researchers for the project.
- 2.10 Funds from collaborative partners do not need to be channeled to UPSI but evidence of fund distribution to the collaborative partner's researcher account must be included after the project is approved.
- 2.11 Funds from collaborative partners are allowed to be transferred out/into UPSI.
- 2.12 The value of the financial contribution from each collaborative partner must be clearly stated in the memorandum of agreement.

### 3. RESEARCH SCOPE

- 3.1 The research proposal must consist of **at least one** of the following research scopes:
  - (a) Implementation of current education policy: examine the implementation of current education policy such as cross-stream education, STEM, STREAM, school-based assessment, non-testing assessment, inclusive education and other current education policy implementation.
  - (b) Teaching and learning: creative and innovative pedagogy through approaches/methods such as gamification, challenge-based learning, PAK 21, artificial intelligence, augmented reality, data science, Education 4.0 approaches and other approaches/methods.
  - (c) Alternative assessment: assessment other than pencil and paper testing such as

performance assessment, real time assessment, authentic assessment, profiling assessment, personalized assessment, integrated assessment, online assessment , peer assessment and other alternative assessments.

- (d) Teacher professionalism: such as continuous professional development, psychological and mental well-being of teachers, instructional leadership, teaching ethics, mentoring and other teacher professionalism.
- (e) Student development: such as academic development, personality development and co-curricular development.
- (f) Other research scopes that have the potential to produce impactful outcomes to the government, community, industry, academia and environment.

#### 4. RESEARCH DURATION

The maximum research period is 30 months.

#### 5. ALLOCATION OF CEILING

The requested allocation must not exceed the ceiling that has been set as follows:

Category 1	Category 2 and 3
Minimum : RM5,000.00 Maksimum : RM35,000.00	Minimum : RM5,000.00 Maksimum : RM25,000.00

#### 6. RESEARCH RESULTS

- 6.1 Each research project led by UPSI and each collaborative partner must produce one (1) Scopus indexed journal article (accepted) for each respective project.
- 6.2 Category 2 of the matching grant must produce a joint publication with an international author. Institutional affiliation of international co-authors should be clearly stated in the published article.
- 6.3 Researchers are encouraged to make a minimum of 5 citations from UPSI academic staff research that have been published in UPSI journals in the publications produced subject to any amendments.
- 6.4 All research results as agreed or proposed by the researcher in the Research Undertaking and memorandum of agreement must be achieved.

#### 7. FINANCIAL REGULATIONS

- 7.1 Each research project will be funded based on MJPIU approval.
- 7.2 Researchers need to propose research budget based on research needs.

- 7.3 Researchers need to use the fund that has been allocated only for matters related to the research project.
- 7.4 The Financial Guidelines for University Research Grants (GPU) are applicable to this matching grant.

## **8. EVALUATION**

- 8.1 Research proposals must go through an evaluation process at the faculty level before being submitted to RMIC for coordination.
- 8.2 Each proposal must be evaluated by at least two (2) evaluators at the faculty level.
- 8.3 This grant is subject to the approval of the University Management Board.

## **9. MONITORING**

- 9.1 Progress report

The principal investigator is responsible for submitting the progress reports by filling in the Research Progress Report Form every six (6) months as prescribed.

- 9.2 Final report

- i. The principal investigator must submit the final report by filling in the Final Research Report Form within three (3) months from the research end date.
- ii. The final report must be submitted according to the prescribed format in soft copy (softcopy).
- iii. Evidence of accepted journal articles must be included.

- 9.3 Researchers need to send a short video of the research results lasting 3-5 minutes.

- 9.4 Researchers need to prepare a brief write-up related to the research carried out to be widely distributed in newspapers/magazines.

## **10. METHOD OF APPLICATION**

- 10.1 Applicants are required to submit an application form to RMIC through the faculty.
- 10.2 The application form is as in Appendix 1 and can be downloaded from the RMIC website.
- 10.3 A complete application must go through the evaluation process at the faculty level.
- 10.4 Offer letters to successful applicants will be issued by RMIC after obtaining an approval from the University Management Board.

- 10.5 The grant approval letter will only be issued after the applicant completes and returns the Research Undertaking Form and Agreement Document to RMIC.

## **11. APPLICATION PERIOD**

This research grant is offered throughout the year subject to the availability of funds.

## **12. RESPONSIBILITIES OF RESEARCH AND INNOVATION MANAGEMENT CENTER**

- 12.1 The Research and Innovation Management Center (RMIC) coordinates and regulates the course of research in terms of policy and financial management.
- 12.2 RMIC reserves the right to reject any proposal that contains elements of modification, plagiarism and repetition. The similarity Index of each submitted proposal will be checked by using Turnitin software if necessary.