

Guidelines for AIF Research Fund Scheme

1. Project team

- a. The optimal number of members per project team is two members, inclusive of project leader. However, it should not be treated as a strict limitation, as AIF may consider projects with more than two project members, depending on the nature of the project.
- b. Each project leader will lead **ONE** project at one time. If the same project leader has submitted more than one proposal, other proposals may be considered later after the project leader has completed the existing project.
- c. A project supervisor will be appointed by AIF to participate in each successful project. This project supervisor is considered as a member of the project and will participate in project implementation, publication and other related activities.

2. Project duration

- a. The maximum duration is 3 months.

3. Project proposal

- a. A project proposal is required to be submitted using the **AIF Research Fund Application Form**. The content of the draft proposal as follows:
 - i. Summary of the project (background information)
 - ii. Objectives of the project (the expected outcome)
 - iii. Motivation for research (expected outcomes and benefits)
 - iv. Literature review
 - v. Methodology (data collection and analytical methods)
 - vi. References (there is no need to elaborate in detail the literature, but a list of references is sufficient at this stage)
 - vii. Budget
 - viii. Timeline of the project
- b. Successful candidates will be notified via letter of acceptance.

4. Funding amount

- a. The maximum amount for each project is **RM30,000**.
- b. Only expenditure directly related to the project will be considered (laptop or PC will not be considered).

5. Project output

- a. The copyright of the project belongs to AIF.
- b. At the end of the project, the project leader should produce a full research report to AIF.

6. Application procedures

- a. All proposals must be submitted to AIF through the Strategy and Policy Development division using the fixed format.
- b. Proposals must be submitted by the application deadline via email to nursofiza@aif.org.my
- c. The AIF will acknowledge receipt of all applications within 3 days of receipt.
- d. The application deadline is 13 May 2013.
- e. The AIF may contact the researchers directly if further information is needed.