A purple and black sign

Description automatically generated

**SWARD Proposal**

**Date:**

## Cover Page

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Title of Proposed Project** | | | | | | | |
|  | | | | | | | |
| **Principal Investigator (PI) Details** | | | | | | | |
| **Name** | | |  | | | | |
| **Job Title** | | |  | | | | |
| **Institution/Affiliation** | | |  | | | | |
| **Department** | | |  | | | | |
| **Mobile Phone** | | |  | | | | |
| **Email** | | |  | | | | |
| **Award Application Type:** If “Continuation Award,” indicate the SWARD Project ID or Grant ID | | | | | | | |
| New Award | | Continuation Award: PRJ-SWARD-      or SWARD-     - | | | | | |
| **Field of Research Proposal** (select one) | | | | | | | |
| Environmental Sciences and Engineering | Business, Economics, and Management | | | | Social Sciences and Humanities | | Materials Sciences and Technology |
| **Check Appropriate Box(es) if Applicable** | | | | | | | |
| Human Subjects | | | | | Vertebrate Animals | | |
| **Requested Budget** (in AED) | | | | **Proposed Duration** (12 to 36 months) | | **Requested Start Date\*** (DD/MM/YY) | |
|  | | | |  | |  | |

\* The requested start date should allow for at least eight months from the application submission deadline.

## Project Summary

Provide a summary of the proposed project (a maximum of one page). The summary consists of an overview (a description of the project, including long-term objectives, goals, and methods to be employed), and a statement on intellectual rigor, innovation, and originality, potential contributions to knowledge, and broader societal or practical impacts of the proposed activity.

*Insert text here…*

## Relevance

Provide a brief statement of the relevance of the research outcomes in:

* The concepts of circular economy
* Meeting the UN Sustainable Development Goals
* Supporting Sandooq Al Watan’s strategic research priorities and UAE Net Zero 2025

*Insert text here…*

**Project Description (4 to 9)**

The project description should not exceed 12 pages (inclusive of figures, tables, etc., but excluding the list of references). It should be written in a manner that ensures clarity and comprehension by a multidisciplinary evaluation committee, rather than a committee focused on a specific discipline.

## Introduction, Background and Significance

* Clearly define and justify the chosen niche/problem area.
* Conduct a thorough review and analysis of existing knowledge.
* Critically assess previous projects addressing the niche for feasibility and effectiveness.
* Provide a conceptual framework or concise overview of the research design.
* Identify potential gaps in current literature that may impact the project.
* Explain how the project will enhance scientific knowledge and technical capabilities globally or in the UAE.
* Describe the potential impact of the intervention on target populations.

*Insert text here…*

## 5. Objectives and Goals

Outline the specific objectives of the proposed research, ensuring they are clear, measurable, and achievable within the proposed timeframe.

*Insert text here…*

## 6. Innovation

* Detail how the proposed research aims to challenge and change current research practices.
* Outline any innovative theoretical concepts, methods, instruments, or interventions to be developed or utilized, highlighting advantages over existing ones.

*Insert text here…*

## 7. Research Framework: Research Design, Model, and Methods

* Clearly present the research design and methods.
* Define the project's design methods, including setting, resources, activities, and expected outcomes.
* Justify the evaluation design, sample, measures, data collection procedures, and analysis methods.
* Explain the statistical approach for quantitative/qualitative data and sample size considerations.
* Address ethical considerations (if applicable).
* Detail data collection tools and conceptual models.
* Structure the work plan into work-packages, tasks, and deliverables.
* Provide an **implementation timeline**, including major milestones (Gantt Chart).
* Include preliminary data/results if available.

*Insert text here…*

## 8. Research Implications and Broader Impact

* Describe how the project challenges current solutions related to the addressed niche/issue.
* Clearly outline any novel methodologies or refinements and their advantages over existing practices.
* Discuss real-life applicability and implementation factors.
* Highlight implications and contributions to the target population.
* If applicable, discuss potential for commercialization.
* Include broader impacts such as advancing discovery and understanding, promoting teaching and learning, enhancing research infrastructure, and societal benefits.

*Insert text here…*

## 9. List of References

*Insert text here…*

## 10. For SWARD Continuation Award Proposal only - Insert Section 10 here.

## **Risk Assessment and Mitigation Plan**

Provide a risk assessment and mitigation plan for the project (a maximum of one page).

*Insert text here…*

## **Key Performance Indicators (KPIs)**

Detail the utilization of Key Performance Indicators (KPIs) to gauge both the progress and efficacy of the action plan and milestones (a maximum of one page). Ensure that the KPIs delineate quantitatively how key objectives will be measured, with a preference for delineating KPIs tailored to each phase of the project.

*Insert text here…*

## TRL Checkbox

Select the category that matches the current project phase.

|  |  |  |
| --- | --- | --- |
| Category | Conceptualization Stage | Level |
| Research Discovery (1-3)  Such as basic principles of new technology, concept and/or application, or novel analytical and laboratory studies. | Early Stage |  |
| Technology Development (4-6)  Such as a technology, material or prototype validated in laboratory or any relevant environment. | Proven Stage |  |
| Technology Deployment & Implementation (7-9)  Where no further or limited technological and scientific development is needed to prove the technology; example of existing prototype in an operational environment. | Mature Stage |  |

## 14. Project Personnel

Introduce the members of your research team, highlighting their expertise and qualifications for their respective roles in the project. Please indicate Emirati or international collaborators by checking the appropriate box. If an Emirati member is a student or junior staff member, submit a separate one-page mentoring plan for each.

|  |  |  |
| --- | --- | --- |
| **Name** |  | Emirati |
| **Job Title** |  | |
| **Institution** |  | |
| **Department** |  | |
| **Telephone** |  | |
| **Email** |  | |
| **Role** | Principal Investigator | |
| **Description of Role** |  | |

|  |  |  |
| --- | --- | --- |
| **Name** |  | Emirati |
| **Job Title** |  | |
| **Institution** |  | International Collaborator |
| **Department** |  | |
| **Telephone** |  | |
| **Email** |  | |
| **Role** |  | |
| **Description of Role** |  | |

|  |  |  |
| --- | --- | --- |
| **Name** |  | Emirati |
| **Job Title** |  | |
| **Institution** |  | International Collaborator |
| **Department** |  | |
| **Telephone** |  | |
| **Email** |  | |
| **Role** |  | |
| **Description of Role** |  | |

|  |  |  |
| --- | --- | --- |
| **Name** |  | Emirati |
| **Job Title** |  | |
| **Institution** |  | International Collaborator |
| **Department** |  | |
| **Telephone** |  | |
| **Email** |  | |
| **Role** |  | |
| **Description of Role** |  | |

|  |  |  |
| --- | --- | --- |
| **Name** |  | Emirati |
| **Job Title** |  | |
| **Institution** |  | International Collaborator |
| **Department** |  | |
| **Telephone** |  | |
| **Email** |  | |
| **Role** |  | |
| **Description of Role** |  | |

## Budget

The awards will provide support for a minimum period of 12 months and a maximum period of up to 36 months. Depending on budget availability, a typical award, covering personnel, operating, and capital expenses, will be in the range of AED 100,000–1,500,000 per project.

### **15.1. Proposed Budget**

Submit a comprehensive itemized budget. Download the “Budget Template (Excel)” from the SWARD webpage.

### **15.2. Budget Justification**

Provide a narrative justification to support the items requested in the Budget sheet.

i) **Personnel:**

ii) **Equipment:**

iii) **Materials and Supplies:**

iv) **Travel:**

v) **Other Items:**

vi) **Subcontract:**

- Name of Subcontractor:

- Engagement Duration:

- Roles and Responsibilities of Subcontractor:

- Services/Products to be subcontracted and justification in relation to project objectives:

## Subrecipient (Note: SWARD funding will be allocated to local subrecipients only):

Provide a narrative justification to support the items requested in the Budget sheet (Subaward sheet tab):

i) Name of Subrecipient:

ii) Engagement Duration:

iii) Personnel:

iv) Equipment:

v) Materials and Supplies:

vi) Travel:

vii) Other Items:

## Collaborative Funding

Provide specific details of the secured collaborative matching funding, which should constitute a minimum of 50%, from other sources (internal or external).

**Internal University Funding:**

**Name of Funding Entity:**

**Contact details of the administrator of support/funding** (name, title, department, telephone, email):

**Contact details of your main collaborator, if any** (name, title, department, telephone, email):

**Duration of Funding: Start and end dates** (dd/mm/yyyy to dd/mm/yyyy)

**Total funding approved** (in AED)

**Budget Details:**

A) Cash Contribution Details: An aggregated list of the resources (both physical and personnel) that the funding entity will provide to support the project’s direct costs.

B) In-Kind Contribution\* Details: An aggregated list of the resources (both physical and personnel) that the funding entity will provide to support the proposed project.

**Intellectual Property (IP) Arrangements**

**Additional arrangements (responsibilities/Terms & Conditions)**

\*In-Kind Contribution: Includes institutional overhead costs (facilities and administrative), existing research infrastructure, and PI/Co-PI’s compensation inclusive of summer months.

**External Funding [Other than host university]:**

**Name of Funding Agency:**

**Contact details of the administrator of support/funding** (name, title, department, telephone, email)

**Contact details of your main collaborator, if any** (name, title, department, telephone, email)

**Duration of Funding: Start and end dates** (dd/mm/yyyy to dd/mm/yyyy)

**Total funding approved** (in AED)

**Budget Details:**

A) Cash Contribution Details: An aggregated list of the resources (both physical and personnel) that the external funding agency will provide to support the project’s direct costs.

B) In-Kind Contribution Details: An aggregated list of resources (both physical and personnel) that the external funding agency will provide to the project.

**Intellectual Property (IP) Arrangements**

**Additional arrangements (responsibilities/Terms & Conditions)**

## Biographical Sketches of Senior/Key Research Team Members (maximum of two pages, each)

**Name of Senior Research Team Member**

**Educational background**: Undergraduate and graduate degrees, the years obtained, and the granting institutions

**Relevant employment**: Positions held, host institutions, employment period

**Relevant skills, honors, and awards**

**Significant publications**: Include a maximum of five (5) publications that are highly relevant to the proposed project, as well as up to five (5) additional publications that showcase noteworthy contributions or significant work.

**Name of Senior Research Team Member**

**Educational background**: Undergraduate and graduate degrees, the years obtained, and the granting institutions

**Relevant employment**: Positions held, host institutions, employment period

**Relevant skills, honors, and awards**

**Significant publications**: Include a maximum of five (5) publications that are highly relevant to the proposed project, as well as up to five (5) additional publications that showcase noteworthy contributions or significant work.

**Name of Senior Research Team Member**

**Educational background**: Undergraduate and graduate degrees, the years obtained, and the granting institutions

**Relevant employment**: Positions held, host institutions, employment period

**Relevant skills, honors, and awards**

**Significant publications**: Include a maximum of five (5) publications that are highly relevant to the proposed project, as well as up to five (5) additional publications that showcase noteworthy contributions or significant work.

**Name of Senior Research Team Member**

**Educational background**: Undergraduate and graduate degrees, the years obtained, and the granting institutions

**Relevant employment**: Positions held, host institutions, employment period

**Relevant skills, honors, and awards**

**Significant publications**: Include a maximum of five (5) publications that are highly relevant to the proposed project, as well as up to five (5) additional publications that showcase noteworthy contributions or significant work.