**Appendix 2**

**Benchmarking Research Grant Application Form**

**Research Title:**

**Applicant’s Name: (Chinese, if any)**

**(English)**

**Institution / School:**

**Date of Application:**

**For Office Use Only:**

|  |  |  |
| --- | --- | --- |
| MICSS R&D  Unit | 🖵 Approved, proceed to review team | |
| 🖵 Amendment needed, return to applicant for additional information | |
| 🖵 Rejected | |
| Head of MICSS R&D Unit sign | | Head of Secretariat Dept. sign |
| Review Team | 🖵 Approved, suggested grant amount: RM | |
| 🖵 Amendment needed, return to applicant for additional information | |
| 🖵 Rejected | |
| Head of Review Team sign | | Head of Secretariat Dept. sign |
| Moderation on final report | 🖵 Report accepted | |
| 🖵 Amendment needed, return to applicant for additional information | |
| Head of Review Team sign | | Head of Secretariat Dept. sign |

*(Revised on February 4, 2025)*

**Application Information:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Applicant’s Details | | | |
|  | Name | | （Chinese, if any） | |
|  |  | | （English） | |
| 2. | Designation | |  | |
| 3. | Institution / School | |  | |
| 4. | Address | |  | |
| 5. | Tel. No. | |  | |
| 6. | Email | |  | |
|  | Research Proposal | | | |
| 7. | Scope (refer to 2.5) | | |  |
| 8. | Title | | |  |
| 9. | Duration | | | Start: dd/mm/yy – Complete: dd/mm/yy |
| 10. | Co-researcher (if any) | | |  |
|  | Content of Research Proposal | | | |
| 11. | Summary (not more than 300 words) | |  | |
| 12. | Research background | |  | |
| 13. | Research objectives | |  | |
| 14. | Research methods | |  | |
| 15. | Data needed from Dong Zong | |  | |
|  | Progression Gantt Chart | | | |
| 16. | |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | month  activities |  |  |  |  |  |  |  |  |  |  | | 1. |  |  |  |  |  |  |  |  |  |  | | 2. |  |  |  |  |  |  |  |  |  |  | | 3. |  |  |  |  |  |  |  |  |  |  | | 4. |  |  |  |  |  |  |  |  |  |  | | 5. |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  | | | | |
|  | Amendment（used when amendment required） | | | |
| 17 | First amendment |  | | |
| Second amendment |  | | |
| Third amendment |  | | |