

ASEAN University Network /
Southeast Asia Engineering Education Development Network

AUN/SEED-Net

Implementation Guidelines
for

Special Research Program for Alumni Members (SRA)
(Japanese advisor-alumni member relationship enhancement)

For the Japanese Fiscal Year 2011

AUN/SEED-Net Project

As of 11 August 2011

1. Background

To date, AUN/SEED-Net Project has produced an increasing number of AUN/SEED-Net **doctoral** graduates or alumni returning to their home country and becoming teaching staff at their respective Member Institutions (MIs). Being educators for young-generation students, it is thus indispensable for our alumni to keep their knowledge updated, expanded and deepened in order to maintain high teaching standard and produce high-quality engineers who will eventually contribute to the development of the countries and the region. Doing research is one of the means to improve their capacity. AUN/SEED-Net started Research Program for Alumni Members (RA) in Phase 2 and has been supporting alumni to continue their research after graduation.

Japanese Government recently announced to provide additional fund to accelerate overseas development of Japanese infrastructure and strengthen higher education network among ASEAN and Japan. By using this fund, *Special Research Program for Alumni Members* (SRA) is additionally designed to **primarily support AUN/SEED-Net alumni members who are being employed as full-time faculty member or research member at AUN/SEED-Net MIs to fulfill their capacity enhancement through conducting of research in a larger scale and to strengthen the partnership with Japanese Universities as well as network of engineering academicians**. In addition to AUN/SEED-Net graduates, the program even extends support to Monbukagakusho scholarship (*) graduates from Japanese universities supported by Global 30 Project (**) as the following details.

Special Research Program for Alumni Members is opened for applicants who are full-time faculty member or research member at the following AUN/SEED-Net MIs and graduated from any of the following Japanese universities:

AUN/SEED-Net Member Institutions (MIs)	Japanese Supporting Universities (JSUs)	Japanese Universities under Global 30 Project (G-30)
Institute of Technology of Cambodia (ITC)	Hokkaido University	Tohoku University
Institut Teknologi Bandung (ITB-INA)	Keio University***	Keio University***
Gadjah Mada University (UGM)	Kyoto University***	Kyoto University***
National University of Laos (NUOL)	Kyushu University***	Kyushu University***
University of Malaya (UM)	National Graduate Institute for Policy Studies	University of Tsukuba
Universiti Sains Malaysia (USM)	Shibaura Institute of Technology	Nagoya University
University of Yangon (UY)	Tokai University	Osaka University
Yangon Technological University (YTU)	Tokyo Institute of Technology	Sophia University
De La Salle University (DLSU)	Toyohashi University of Technology	Meiji University
University of the Philippines – Diliman (UP)	University of Tokyo***	University of Tokyo***
Burapha University (BUU)	Waseda University***	Waseda University***
Chulalongkorn University (CU)		Doshisha University
King Mongkut's Institute of Technology Ladkrabang (KMITL)		Ritsumeikan University
Hanoi University of Science and Technology (HUST)		
Ho Chi Minh City University of Technology (HCMUT)		
Institut Teknologi Brunei (ITB-BRU)****		
Universiti Brunei Darussalam (UBD)****		
National University of Singapore (NUS)****		
Nanyang Technological University (NTU)****		

(*) *Monbukagakusho Scholarship is offered by Ministry of Ministry of Education, Culture, Sports, Science & Technology in Japan (MEXT).*

(**) *The Project for Establishing Core Universities for Internationalization (Global 30 Project) was established in 2009 by Ministry of Education, Culture, Sports, Science and Technology (MEXT) in Japan with 13 Japanese universities involved. For further information on Global 30 Project, please visit www.uni.international.mext.go.jp.*

(***) *5 Japanese universities that are members of both Japanese Supporting Universities Consortium (JSUC) and Global 30 Project*

(****) *Member Institutions that can be involved in research activity but are not eligible to apply for the grant.*

2. Objectives

- (1) To encourage research continuation of young faculty and research members (doctoral graduates of AUN/SEED-Net scholarship and Monbukagakusho Scholarship) who are currently employed at AUN/SEED-Net MIs
- (2) To enhance educational and research capacity of young faculty / research members and MIs
- (3) To sustain and strengthen the network between Japanese professor and young faculty/ research members of MIs
- (4) To boost research collaboration in the 9 engineering fields and/or 5 interdisciplinary research areas among all MIs and JSUs.

3. Applicant Eligibility

- (1) Applicants should be AUN/SEED-Net doctoral graduates or Monbukagakusho scholarship's doctoral graduates graduated from AUN/SEED-Net JSUs or Japanese Universities supported by Global 30 Project who are under the age of 40 at the time of application, working as a *full-time faculty member* or *research member* of AUN/SEED-Net MIs (*except Brunei and Singapore*) and not pursuing any degree at the time of application.
- (2) Applicants who already submitted and received RA 2011 grant is still eligible to apply for this SRA 2011.
- (3) Applicants should obtain consent from Japanese professor who was their previous Japanese advisor, to be involved in this research as a co-investigator. In case of Japanese professor change, a proper justification is required.

4. Research Areas

List of research areas are as follows.

a. Fundamental Fields

Chemical Engineering (ChE), Civil Engineering (CE), Electrical and Electronics Engineering (EEE), Environmental Engineering (EnvE), Geological Engineering (GeoE), Information and Communication Technology (ICT), Manufacturing Engineering (ManuE), Materials Engineering (MatE), Mechanical and Aeronautical Engineering (ME/AE)

b. Interdisciplinary Areas

Biotechnology, Disaster Mitigation, Global Environment, Natural Resources/Materials, New/Renewable Energy

5. Persons Involved in Research Project and Roles

The research project shall be an integration of different parties as listed below.

Principal & Co-investigator	Persons involved
Principal investigator (*) (submit the proposal)	Full-time faculty/ research member (doctoral graduates of AUN/SEED-Net or Monbukagakusho scholarship) (1 person)
Co-investigator	Faculty member of JSU or Japanese Universities under Global 30 Project (1 person)
Others	Persons involved
Co-researcher (**)	Other faculty member (s) of MI and/or JSU and/or Japanese Universities under Global 30 Project
Research assistant	Graduate or postgraduate student (s) at MI and/or JSU and/or Japanese Universities under Global 30 project

() Principal investigator*

The principal investigator must be a full-time faculty/research member of MIs (except Singapore and Brunei) who assumes full responsibility for the implementation of the research project.

*(**) Co-researchers from MIs in Singapore and Brunei Darussalam, Co-researchers from industrial and governmental sector, community, non-MIs, and other networks/regions, as well as other Co-researchers from Japan, although are welcome to be involved in research activity, **are not eligible to take part in budget spending.***

6. Research Period

1 October 2011 – 10 March 2013 (by the end of Phase 2 of AUN/SEED-Net)

7. Research fund (budget) supported by AUN/SEED-Net

(1) Number of research
Up to 20 grants

(2) Ceiling Amount of Support
The ceiling amount is US\$ 25,000 per grant for the whole research period. The research fund shall be allocated based on the proposal once it is approved.

(3) Project Contract and Financial Management

- 1) Contract period of the projects approved in JFY 2011 is during 1 October 2011 - 15 March 2012.
- 2) The Project Contract will be signed every single Japanese Fiscal Year (by March 2012, and March 2013).
- 3) New Project Contract for an on-going research project will be signed upon the AUN/SEED-Net Project's confirmation on validity of the project and its adequate implementation under the previous contract.
- 4) Only official bank account of the university or equivalent to which the principal investigator belongs is applicable.

- 5) Carryover of funds (surplus or deficit) from one financial year (April – March) to the next is not permitted.
- 6) Expenditure incurred before the Contract signing date and/or after the Contract termination date are unacceptable

(4) Breakdown of Support

Please note that only Principal Investigator, Co-researcher from MIs and students at MIs (excluding those in Singapore and Brunei) are eligible to take part in this budget spending.

a. Research expenses (within US\$25,000)

Item	Sub-item, Definition	Regular Ceiling	Remarks			
Research Expenses	International trip (*) in ASEAN	Only for research activity in other ASEAN countries	Air ticket (discounted economy)	Not over 50% (US\$12,500) of total budget		
		Daily Allowance (**)				
		Accommodation (***)				
		Travel insurance (****)				
	International trip (*) in Japan	Only for research activity in Japan	Air ticket (discounted economy)		Maximum supporting period : 30 days	
			Daily Allowance (**)			
			Accommodation - US\$ 100 / night			
			Travel insurance (****)			
	Domestic trip (*)		Transportation Daily Allowance (**) & Accommodation (***)			
	Equipment & spare parts		-Ceiling of Unit cost is US\$3,000		In case unit cost is more than \$1,000, two quotations are required to purchase the cheaper one	
Consumables						
Commissioned Work						
Others (please specify)						

- (*) All travelling expenses (international & domestic trips) should not exceed 50% or US\$12,500 of the total budget.
- (**) Please refer to Maximum rate for the trip allowance under AUN/SEED-Net Project shown in the table in *the Application form pp. 8*.
- (***) Follow the rate of the Institution but must not over the maximum rate set by AUN/SEED-Net of (**)
- (****) INSURANCE
 - Insurance during the trip is strictly required. Insurance policy must cover not only death and accident, but also medical treatment for illness.

b. Japanese professor dispatch (not included in US\$25,000)

Principal Investigator can invite professors or students (research assistant) from Japanese Supporting Universities and Japanese universities funded by Global 30 project who are involved in this research for maximum eight (8) trips per project during the whole research period. The trip arrangements will be supported by JICA.

**Request should be made to AUN/SEED-Net at least 2 months before expected dispatch period.*

8. Submission of Reports

Principal Investigator is required to submit the following reports to the AUN/SEED-Net Project. Failure to submit the required reports will result in withholding future installments.

Report Type	Submission Time
Technical Report	At the end of the Japanese Fiscal Year (end of March) (The Financial Report Guidelines will be forwarded to each Principal Investigator whose proposal is approved after the signing of the Project Contract.)
Financial Report	

Remark:

- *The outputs of the research shall be published in ASEAN Engineering Journal supported by JICA Project for AUN/SEED-Net or other journals within 1 year after the research period.*
- *Rights and ownership to all intellectual property rights (IPRs) generated by the program such as patents, trade secrets, and copyrights, shall follow the policy of the Member Institution to which the applicant belong.*

9. Application Preparation and Deadline

(1) Application form

Applicant should complete the application form and must fully commit to conduct this research

(2) Application Endorsement and Supporting Documents

Item	Required Document
Individual proposal	Endorsement of application and Recommendation letter from Head of Department
Entire set of proposals	Cover letter from Dean or Representative of respective MI

(3) Deadline of Application Submission

Applications either in hard or soft copies (PDF or JPG format) should be submitted to the AUN/SEED-Net Project (prog@aun-seed.net) before **19 September 2011**.

Remarks: This Implementation Guidelines and other information of AUN/SEED-Net Member Institutions and Japanese Supporting Universities are available on the website www.seed-net.org.

(4) Application Review

Submitted applications are reviewed by reviewing committee members who are experts in particular engineering fields assigned by AUN/SEED-Net.

All the submitted applications are reviewed based on the following reviewing criteria.

a. Originality:

- The research nature is original and beneficial in the engineering aspect or industrial practice.
- The research purpose and topic are timely and useful.

b. Relevancy and Feasibility

- The research method is relevant to the purpose and expected outputs.
- Necessary data, facilities and equipments are well defined and prepared.
- The budget proposal is reasonable and corresponds to the research nature
- The research findings have great potential of application, use or development, or can be put into practice.

c. Research organization

- The members of the research are adequate and roles are clearly assigned to each member.