**Undergraduate Medical Research Grant Application**

**For Institutes with Prime Foundation**

**Introduction**

Peshawar Medical College believes in undergraduate research experience. To foster a research culture at an undergraduate level, since its foundation the college organizes an annual Undergraduate Medical Research Conference. To further facilitate the undergraduate students, an Undergraduate Medical Research Grant (UMR Grant) has been established to provide support for outstanding undergraduate research endeavors. The UMR Grant awards are made on competitive basis by the UMR directorate. It provides funds for undergraduate students pursuing a health related research study. The UMR Grant is open to all currently enrolled undergraduate students of Peshawar Medical College (PMC), Peshawar Dental College (PDC), and Rufaida College of Nursing (RCN).

The faculty should apply for the Faculty Research Grant (FReG) program. FReG Information can be found under “Research” section of Prime’s website (prime.edu.pk).

**Guidelines**

The research awards will be given in the accordance with the following principles:

1. Research proposals may involve theoretical research or research with practical applications.
2. The projects that have no other funding source are particularly encouraged. In case where other funding sources can be identified, sharing or matching costs will be encouraged. Please see the external research grant opportunities that may be availed.
3. Research grant will be awarded on the basis of merit among the enrolled undergraduate students.
4. Each research project must have a faculty advisor.
5. Research grants may be requested to support research during the academic session or during the summer. Normally, awards will not be granted in excess of PKR 10,000 per research project in an academic session.
6. The research grant will cover research supplies. In case equipment with a useful life of one year or more must be purchased, it will remain the property of the institute and **should be returned to UMR directorate** on completion of the research project.
7. The grant applicant must have an approval from Institutional Review Board (IRB) at the time of grant application.
8. Applicants (primary and secondary) may apply for only one research grant per academic session.
9. Previous academic performance is taken into consideration but is not the sole factor in the grant award criteria.

**Selection Criteria**

UMRG’s designated selection committee will use the following rating criteria:

1. Technical/ methodological soundness of the research project
2. Clarity and overall quality of written project description
3. Practical application of the research
4. Student understanding of research project goals and required tasks
5. Demonstration of passion and dedication to the research endeavor
6. Dedication and self-motivation required for achieving research project goals
7. Prior experience and level of preparation for the project
8. Practicality of the research project timeline
9. Expense justification that lists specific costs for which additional funds are required
10. Clarity of need for funding support
11. Applications that had not received prior funding may be favored over those that have received one or more prior awards.
12. Applications will be preferred if a significant portion of the required funds are matched or generated from elsewhere (e.g. personal contributions and/or availing external research grant opportunities).

**UMR Grant requirements from successful applicants**

By accepting UMR Grant, the student(s) agree to

1. Participate in all UMR related events
2. Present your work at external events
3. Follow human subjects protocol, where applicable
4. Complete the project assessments
5. Demonstrate an orderly conduct throughout the research project
6. Submit a brief report with expense documentation at the end of the project

In case the student gets their work published indicating affiliation with the institute (PMC, PDC, RCN) and Riphah International University), the authors may apply for monetary awards. Students may request further details regarding authorship criteria and publication awards from the Directorate of UMR.

**Application process**

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| Application preparation | Use the UMR grant application guide |
| Submission | Submit the online application by deadline |
| Application review | Applications reviewed within 2-3 weeks and the successful applicants are informed after any follow up interviews |
| Funds reception | Funds are released within one week of announcement of successful applicants |
| Research conduction | Research conducted according to timeline |
| Interim report | Bimonthly or according to the project’s timeline interim reports regarding the progress |
| Final report submission | Final report submitted to UMR grant. Template will be shared later. |
| Results sharing | Research results are presented |

**How to apply**

Before proceeding to the online application, prepare the following components for the grant application.

**Research project title and team**

The primary and secondary applicants will have to enter the title of the research project along with their team members. Roles should be identified for each of the team member. The name of faculty advisor should also be entered. All the names should be entered only after their explicit consent.

**Abstract**

The online grant application requires a brief abstract that provides a quick overview of the research project. It should include the major research question, rationale for the study, methodology, and required budget. Abstracts should have fewer than 250 words.

**Description of the proposal**

The next sections will ask you further details of the planned research project.

***Background of the problem:*** Briefly describe the background information of the research project and the rationale behind the study. This should not exceed more than 250 words. References may be added in Vancouver style.

***Main objectives of the study:*** List the research objectives. These should be three or less.

***Practical implications of the research study:*** Describe how your research project and its results will influence the current practice or improve upon the existing state of affairs. Be specific in your response.

***Methodology:*** Briefly describe the methodology outlining the study design, setting, population, sampling technique used, sample size, data collection tool (should be attached to the application), and statistical tests.

**Ethical aspects:**

Using ethical review application, briefly describe any ethical challenges along with your mitigating plan.

***Note:*** *While the applicant will describe the ethical aspects of the research plan, in the first phase, the application will be reviewed for technical soundness. Once the application is accepted the applicant will have to get the formal IEC/IRB approval before the funding is released.*

**Itemized Budget**

Prepare and attach a single page budget based on the UMR grant budget template. It includes listing the estimated costs for each category of the expenditure with justification as well as indicating the proportion that will be paid by UMR grant. The budget template should include the total budget of the research project, the amount requested from the UMR grant, and amount arranged from an external source.

**Timeline**

The timeline for research project should be attached using the UMR grant timeline template.

Other documents (in addition to budget document, timeline, and data collection tool) required for successful submission include:

Letter of support from your supervisor

IEC approval document if the approval has already been obtained

CVs of the primary and secondary applicants

Last year annual exam results of the primary and secondary applicants

**Online application**

Except first year students, the application deadline will be last working Thursday of October. This year it will be 30th October 2014 [2:00 pm PST].

For first year students, the application deadline will be the last working Thursday of November. This year it will be 27th November 2014 [12:00 pm PST].

The UMRG applications will be submitted online. The submission link will become inactive after 2:00 pm PST on the last day of submission. In addition two hard copies of the submitted application will be submitted to the UMR directorate.

A faculty committee designated by UMR directorate will evaluate applications within 2-3 week time. Shortlisted applicants will be interviewed and the successful applicants will be notified by email.