1. Objective

The University Research Council Grant aims to support interdisciplinary “game-changing” scholarly work of the Ateneo faculty & professionals and increase the scholarly work/creative output of the University in the following areas:

- **risk assessment and reduction** (This area pertains to disaster science and policy, governance, social vulnerability)
- **public education reform** (This area pertains to curriculum innovation, teacher education, education leadership, learning, system reform, technological innovation)
- **health systems development** (This pertains to health leadership, finance, technological innovation, service delivery, health communication)
- **sustainability** (This pertains to sustainable livelihood, systems innovation, liveable communities, clean energy, sustainable transport, materials)
- **creativity, innovation, and culture** (This pertains to identity, nationhood, social innovation)

thereby contributing to the University’s mission of providing intellectual leadership in higher education, in poverty alleviation, and in creating positive social impact in the Philippines. Other topics (including the performing arts) may be considered as long as they are framed according to these priority areas.

2. Eligibility

All full-time permanent faculty members or professionals of the University are eligible to apply for the URC Grant. Part-time faculty can be involved if they collaborate with full-time faculty or professionals. Only full-time faculty or professionals can be project leaders.

3. Priorities

Project proposals submitted are reviewed based on the following specific features:

(a) relevance to the priority themes;
(b) interdisciplinarity;
(c) strength of the project concept, design and methodology
(d) expected output including publication potential, and
(e) desired social impact.

Awards are given on a competitive basis subject to availability of funds. Each project can be awarded a maximum of P500,000 with a one- or two-year timeframe. An award is also contingent on the progress of the proponent’s projects that have been previously funded by the University (i.e., whether they have been completed, published, etc.).

- **Cost of research load is P60k per 3 units.** (for LS and equivalent for APS)
4. Requirements for application

To apply for any of the grants, the proponent(s) should accomplish and submit the following:

(1) a detailed project proposal with the following essential components:

(a) Description of the Project:
- background
- objectives and/or research problems
- explanation of the interdisciplinary component
- significance and potential impact in any of the priority areas above

(b) Review of Related Literature and Conceptual/Theoretical Framework
a concise review of current and related works published in the literature, and a discussion of the contribution of the proposed project to the discipline

(c) Methodology
a clear exposition of the methodology and how this will accomplish the target goals, including protocols to ensure compliance with ethical standards of research

(d) Expected Output
The proponent should describe and justify the expected output, e.g. publication, prototype, proof of concept, presentation in a conference, performances, etc.

(e) Justification for the Project
consistency with the research priority areas of the university

(f) Timetable

(g) Line-Item budget for projected costs
including a short description or justification for each item (please include here the cost of the research load if part of the grant will be used for this; please refer to the policies below).

(2) Application Form which includes a 100-word summary of the proposed project

(3) Lead proponent’s short Curriculum Vitae (one to two pages only)

(4) Detailed assessment of the proposal from Chair and/or Unit Head of project leader

Only complete and thoroughly-prepared proposals are typically approved for grants. Incomplete proposals may be returned and not included in this year’s round of review, depending on the extent of deficiency.

The complete proposal, application form and CV should be submitted on or before 15 August 2015. The decisions will be announced by November 2015. The projects may start in January 2016.

5. Procedures for review

The review process flow is as follows:

(a) The complete application packet (soft and hard copies) is to be forwarded to the:

University Research Council
Office of Associate Dean for Research and Creative Work (OADRCW)
Faber Hall, Ateneo de Manila University, Loyola Heights Campus
(Attention: Ms. Maria Rica S. Rivera)

(b) For proposals coming from Loyola Schools faculty, these are also forwarded to the LS Committee on Scholarly Work for a pre-screening evaluation.

(c) The URC makes the final evaluation of the proposals and the final recommendations. When necessary, it may further send the proposal to an external reviewer. While the URC evaluation hinges mainly on the scholarly merits and potential social impact of the proposed project, other inputs such as the pre-screening evaluation, comments from the Chair and/or Unit Head of project leader, and how the project fits in the proponent’s professional development goals will also be taken into consideration. To assist the URC in the review process, it may request the proponent(s) to provide answers to clarificatory questions, either in writing or by a 10-minute presentation to the URC.

(d) The recommendations of the URC shall be presented to the President for final approval.

(e) Proposals which are not approved shall be given feedback based on the overall evaluation.
6. Submission of project output

Upon completion of the project, the grantee shall submit a copy of the output.

For projects that yield manuscripts submitted to indexed journals: the manuscript and proof of submission, as well as reprint of the work when it comes out should all be submitted to the same office. In case the paper was not accepted by the journal where it was submitted, the referee comments should be submitted, as these will also help the URC in the evaluation of project outputs.

7. Review of the progress of the project and final output

Proponents must submit progress reports (31 December and 31 May) on the status of their projects until they have completed the project and submitted the final output.

The grantee is expected to acknowledge the funding support of the Ateneo de Manila University, specifying the name of the grant, for output that shall be published or presented in meetings or conferences.

8. Specific Policies

a) The grant cannot be used for projects contributing to the proponent’s thesis or dissertation.

b) The grant amount per project is up to a maximum of P500,000 for a one- or two-year timeline. The amount can be used to subsidize research loads, salaries of research assistants, and expenses for equipment, supplies, materials, transportation, photocopying, and technical equipment (with justification). The grants to LS faculty cannot be used for faculty honoraria, stipend, or similar type of compensations.

c) A maximum of 6 units of research load per semester (up to two semesters), and 3 units for the summer, can be charged to the grant with costs to be pegged based on average rates for part-time teacher replacement (for LS faculty, the rates used for LS Faculty Grants will be used. Proponents from other Units should consult with their respective Unit Heads regarding costs of deloading).

d) For book projects, the Ateneo de Manila University, through its research and publication arm, shall have the “right of first refusal” for the publication of the book.

e) Specific guidelines on the access and use of funds are detailed in a Conformé Form that the grant awardee(s) shall sign when the project grant is awarded.

f) Faculty members with unfinished URC or LS projects cannot apply for a new grant.

9. Contact

University Research Council  
Office of Associate Dean for Research and Creative Work (OADRCW)  
Faber Hall, Ateneo de Manila University, Loyola Heights Campus  
c/o Ms. Maria Rica S. Rivera (e-mail: mrivera@ateneo.edu, tel: 426-6001 loc. 5049)