UNIVERSITI
MALAYA

UM COMMUNITY ENGAGEMENT GRANT SCHEME

Application Guidelines

UM Community Engagement Centre (UMCares)
Universiti Malaya

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SECTION 1: UM COMMUNITY ENGAGEMENT GRANT SCHEME

1.1 Preamble

Universiti Malaya Community Engagement Grant Scheme aims to benefit community with output from UM research by offering community engagement grants and matching fund. This grant scheme is managed by UM Community Engagement Centre (UMCares) that connects UM researchers with the community as beneficiaries. Involvement of the community enables co-creation of knowledge which is led by UM researchers, and this is expected to produce positive impact and sustainable social change.

We welcome proposals that are supporting the UMCares project cluster which are sport and recreation, social welfare, entrepreneurship, environmental development, ICT and technology, rural development, education, health, national and cultural heritage conservation. We also focusing on research projects that aimed on the Shared Prosperity Vision 2030 (SPV 2030) enablers and benefiting community listed in the SPV 2030 polarity management which are B40 group, poor and economically vulnerable, community in economic transition, indigenous community, person with disabilities (PWD), youth, women, children, and senior citizen. Research projects that align with themes and policy enablers of the Twelfth Malaysia Plan, Framework of the 10-10 MySTIE, Malaysia Education Blueprint 2015 – 2025 (Higher Education), and United Nation's Sustainable Development Goals (SDGs) are also welcome.

Apart from the grants, we are offering Partnership Matching Fund (PMF) where our role is to incentivize and sustain the keen interest and aim of our collaborators, construct their capacity to lead, strategize with UM researchers, and give unrestricted opportunity to policy making. Not only for our collaborators, empowering the targeted community's capacity to manage solutions by solving issues relevant to the community needs is also the key objective of this fund.

Two specific programs are also being offered under this scheme, which are Nadi Lembah Pantai (NLP) and Kelab Sahabat (KS). NLP is a program to communicate directly with the Lembah Pantai community representative to identify issues and collaborate with stakeholders. KS is a program which supports the Ministry of Education's school community in Petaling Utama and Bangsar / Pudu districts via a knowledge transfer program. These programs have a unique application process and criteria but focusing on the same grant areas as listed for UM Community Engagement Grant.

SECTION 2: UM COMMUNITY ENGAGEMENT GRANT

2.1 UM Community Engagement Grant

2.1.1 Introduction

UM Community Engagement Grant funds action research that is conceptually applying multi / inter / trans-disciplinary research. This grant can be offered to any existing research projects that are aimed to test application of their research's output to the community. The applicant who has active collaboration with organisation, industry, NGO as project stakeholder will be prioritised to be awarded. The project stakeholder is encouraged to be an entity that supports a social cause and a registered company or association that possess a revenue source that is able to maintain their social mission. Applicants are not allowed to be project leader for another UM Community Engagement Grant at the same time. Projects that targeted the B40 group, poor and economically vulnerable, community in economic transition, indigenous community, person with disabilities (PWD), youth, women, children, and senior citizens will be prioritised to be awarded.

2.1.2 Grant Objectives

Objectives of the UM Community Engagement Grant:

- To solve community issues in Klang Valley.
- To implement research output to the community through action research.
- To empower the community's capacity to manage and sustain solutions.

2.1.3 Grant Theme

Impacting the Nation through Research + Community Engagement

2.1.4 Grant Area

This grant covers area as listed in Shared Prosperity Vision 2030, Twelfth Malaysia Plan (RMKe-12), 10-10 *My*STIE Framework, Malaysia Education Blueprint (Higher Education) 2015 - 2025 and UMCares Project Cluster;

<u>Shared Prosperity Vision 2030 (SPV 2030)</u>

- SPV 2030: Enablers
    - Fiscal Sustainability
    - Financial Capital
    - Effective Institutional Delivery
    - Governance & Integrity
    - Enlightened Society
    - Sustainability
    - Big Data
    - Education & TVET

- SPV 2030: Polarity Management

    - B40 group, Poor & Economically Vulnerable
    - Community in Economic Transition
    - Indigenous Community
    - Persons with Disabilities
    - Youth
    - Women
    - Children
    - Senior Citizen

Twelfth Malaysia Plan (RMKe-12)

- RMKe-12: Themes

    - Resetting the Economy
    - Strengthening Security, Wellbeing, and Inclusivity
    - Advancing Sustainability

- RMKe-12: Policy Enablers

    - Developing Future Talent
    - Accelerating Technology Adoption and Innovation
    - Enhancing Connectivity & Transport Infrastructure
    - Strengthening the Public Service

10-10 *My*STIE Framework

- Science and Technology Drivers:

    - 5G/6G
    - Sensor Technology
    - 4D/5D-Printing
    - Advanced Materials
    - Advanced Intelligence Systems
    - Cyber-Security & Encryption
    - Augmented Analytics & Data Discovery
    - Blockchain
    - Neuro Technology
    - Bioscience Technology

- Socio-Economic Drivers:

    - Energy
    - Business & Financial Services
    - Culture, Arts & Tourism
    - Medical & Healthcare

- Smart Technology and Systems (Next Generation Engineering & Manufacturing)
- Smart Cities & Transportation
- Water & Food
- Agriculture & Forestry
- Education
- Environment & Biodiversity

Malaysia Education Blueprint (Higher Education) 2015 - 2025

- The 10 Shifts

  - Holistic, Entrepreneurial and Balanced Graduates
  - Talent Excellence
  - Nation of Lifelong Learners
  - Quality, Technical and Vocational Education and Training (TVET) Graduates
  - Financial Sustainability
  - Empowered Governance
  - Innovation Ecosystem
  - Global Prominence
  - Globalised Online Learning
  - Transformed Higher Education Delivery

UMCares Project Cluster

- Environmental Development
- Sport and Recreation
- Social Welfare
- Entrepreneurship
- ICT and Technology
- Rural Development
- Education
- Health
- National and Cultural Heritage Conservation

2.1.5 Grant Eligibility Criteria

1. Open to all Universiti Malaya academic staff (Associate Professor, Senior Lecturer, and Lecturer) as project leader – permanent or contract.

2. Academic staff as project leader with contract status, a minimum appointment of twelve (12) months is required (contract is active within the project implementation period) and members of the project must involve at least one (1) permanent academic staff.

3. Proposed project is encouraged to be interdisciplinary and benefiting at least two (2) communities. The Kelab Sahabat program is encouraged to involve at least five (5) Ministry of Education's schools in Petaling Utama and Bangsar / Pudu districts.

4. Project applications that have active engagement with collaborators / stakeholders (organisation) will be prioritised to be awarded.

5. For a proposed project that has collaborators, proof of university-organisation collaboration and proof of monetary and non-monetary contribution, e.g., letter of intent need to be provided as attachment to the application.

6. Projects that have existing research output (module, prototype, etc.) and to be applied for benefiting targeted communities will be prioritised to be awarded.

7. Proposed project must be able to show the capability and readiness to change community knowledge, behaviour, skills, and aspiration. This is parallel to three (3) stars rating for Section G6: Networking & Linkages, Malaysia Research Assessment (MyRA).

8. Proposed projects must be able to demonstrate short and middle-term impact in their progress and final reporting (the targeted impact to be achieved must be able to be reported for a minimum six (6) months and maximum 12 months of the project implementation period).

9. Proposed project must be able to deliver a sustained output (a continuing practice of the module or prototype introduced by researchers) to the community for solving issues and improving their livelihood in the long-term.

2.1.6 Grant Non-eligibility Criteria

1. Project proposals that are supporting political agenda as part of initiatives to benefit targeted communities will not be considered for proposal evaluation.

2. Profit-making, charitable purposes and faith-based project proposals are not eligible for this grant application.

3. Project proposal that is focusing on funding physical amenities, equipment, refurbishment of the working area as an initiative to solve community issues will not be considered for proposal evaluation.

4. Project activities bearing cost for bank charges, guarantee costs, debt services charges, provision for future liabilities, cost for fine, penalties, and litigation expenses are not allowed.

2.1.7 Amount of Application

- Maximum RM 20,000.00 per project.

2.1.8 Grant Scope of Funding

Vote Categories	Vote Description
Vote 21000 - *Travelling and Transportation*	● Covers travel to reach out the community. ● Documents required for reach out application: a) Activity justification b) Activity schedule c) Letter of invitation from community bodies / institution (if applicable) ● Activities application must be submitted fifteen (15) working days prior to travel date. ● Ceiling for this vote is not more than 25% of total grant (local fieldtrips only).
Vote 24000 - *Rental*	● Rental expenses for space, equipment, transportation, and other items directly related to the project. *Rental for transportation must be managed by licensed transport company.
Vote 27000 - *Project Materials and Supplies*	● Only expenses for materials and supplies directly related to the project activities.

Vote 29000 - *Professional Services*	● Includes expenses for special services directly related to the project (such as consultancy, payment for enumerators, usage of computer facilities, and data processing). Project leader must provide a term of reference (TOR) for the consultant hired in this project. The expenses for international collaborators will not be borne from this grant. ● Honorarium Payment Guidelines (Temporary Project Assistant): a) Honorarium cannot be paid more than three (3) consecutive months or three (3) times to the same person in one (1) financial year. b) Honorarium payment that exceeds RM 500 cannot be paid in cash. c) Letter of appointment as temporary project assistant from Dean / Director / Head of Department / Centre is required for honorarium payment. d) Ceiling for temporary research assistant honorarium is RM 3000 / month. e) Honorarium Payment (respondents / subjects): Clinical: RM 50 (maximum) / session Non-clinical: RM 5 – 20 / session
Vote 35000 - *Accessories and Equipment*	● Only purchase of accessories directly related to the project activities are allowed. No purchase of new equipment allowed from this grant.

2.1.9 Project Period

Maximum one (1) year / twelve (12) months.

2.1.10 Grant Application Documents

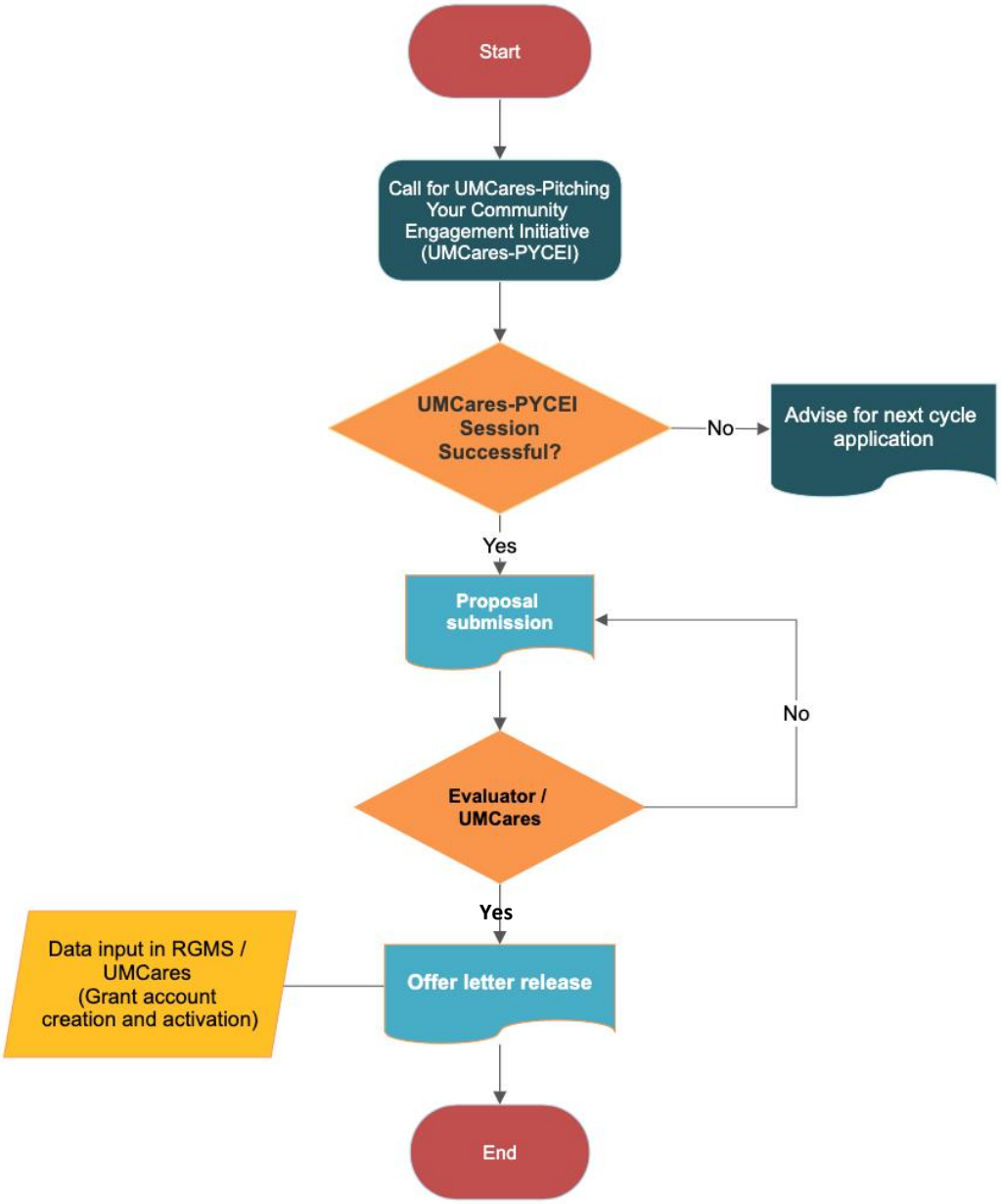
1. UMCares Grant Application Form – Community Engagement (see form sample in Section 5: Appendices; 5.1).

2. UMCares Details of Collaborator Form – Community Engagement (see form sample in Section 5: Appendices; 5.2).

3. UMCares Details of Community Form – Community Engagement (see form sample in Section 5: Appendices; 5.3).

2.1.11 Grant Application Flow

Flow diagram for grant application:



SECTION 3: UM PARTNERSHIP MATCHING FUND

3.1 Partnership Matching Fund

3.1.1 Introduction

Partnership Matching Fund (PMF) is a matching fund provided by UMCares to researchers who already received funds from local agencies / industries and therefore named as an organisation, to carry out community projects that will benefit the targeted community.

Project leaders who received funding from local organisations and interested in applying to PMF must send applications to UMCares. Application can only be processed after the UM researcher through Universiti Malaya had successfully received funding from the funder. Approvals are subjected to the panel's decision and upon successful PMF application, the matched fund must be administered by Universiti Malaya via UMCares.

3.1.2 Fund Objectives

To encourage UM researchers to source out local organisation funding for community projects or programs and to strengthen the university collaboration with external organisations as collaborators.

3.1.3 Fund Eligibility Criteria

1. This fund is open to all UM researchers who are successful securing funds from local organisations (government / agency / industry).

2. Applicant and project criteria as listed in point 2.1.5 Grant Eligibility Criteria and 2.1.6 Grant Non-eligibility Criteria.

3. Project leader and members should be competent in skills for knowledge transfer and able to deliver expected output and outcome.

4. Project leader who already received funding from UMCares as an active project is not entitled to apply.

3.1.4 Quantum of Funding

Quantum of funding is applied in a ratio of 3 : 1 (organisation fund : PMF fund). A funding from an organisation with a maximum of RM20,000 and not less than RM10,000 per project. The amount to be matched by PMF is subject to fund availability.

3.1.5 Scope of Funding

The funding can be utilised for these votes:

Vote Categories	Vote Description
Vote 11000 - *Salary and wages*	● Temporary and Contract Personnel who are directly involved in the project.
Vote 21000 - *Travelling and Transportation*	● A maximum of one overseas visit* or conference per year is allowed during the duration of the project. ● Only the project leader or a senior applicant member (not student or research assistant) is allowed for overseas trip. ● Travel is limited to economy class and using the shortest direct routes. ● No virement of funds are allowed from other categories. *Not more than 25% of total grant (including all local. fieldtrips).
Vote 24000 - *Rental*	● Rental expenses for space, equipment, transportation, and other items directly related to the project. *Rental for transportation must be managed by licensed transport company.
Vote 27000 - *Project Materials and Supplies*	● Only expenses for materials and supplies directly related to the project can be included.
Vote 28000 - *Maintenance and Minor Repair Services*	● Only expenses for minor modifications and repairs of the equipment or any other item directly related to the project. (No renovation of laboratory or office spaces allowed).
Vote 29000 - *Professional Services*	● Includes expenses for special services directly related to the project (such as payment for enumerators, usage of computer facilities, chemical analysis, and data processing). ● Any expenses for the international collaborators will not be borne under this PMF.

Vote 35000 - *Accessories and Equipment*	● Only purchase of special equipment and accessories (including accessories to upgrade the capability of existing equipment) directly related to the project can be included. *Less than RM 10,000 per equipment and not more than 30% of grant.

3.1.6 Funding Period

- Funding period is following the contract between UM and the collaborator.
- Request for project extension must be made to the Director of UMCares.

3.1.7 Fund Application Documents

Applicant should incorporate PMF contribution in the same documents as in application for UM Community Engagement Grant:

1. UMCares Grant Application Form – Community Engagement (see form sample in Section 5: Appendices; 5.1):

2. UMCares Details of Collaborator Form – Community Engagement (see form sample in Section 5: Appendices; 5.2):

3. UMCares Details of Community Form – Community Engagement (see form sample in Section 5: Appendices; 5.3):

SECTION 4: UM COMMUNITY ENGAGEMENT PROGRAM

4.1 UM Nadi Lembah Pantai

4.1.1 Introduction

UM Nadi Lembah Pantai program is an initiative by UM through UMCares to approach the community particularly those residing near UM. The program is a platform to communicate directly with the community representative to identify issues and stakeholders, e.g., school, industry, etc. to develop research mapping. On the development of this Lembah Pantai community ecosystem, replication will be applied to other community ecosystems near UM, i.e., Kampung Tunku, Petaling Jaya and Damansara. UM Nadi Lembah Pantai is a holistic program involving all UM community (academic staff, non-academic and student) from various responsible centres in UM. This program is focusing on three focus area:

- Health and Well-Being
- Education
- Environment

Other than these areas are also covered, subject to the community issues and suggestions by UM researchers. Target communities for this program are children, youth, adults, and senior citizens. This program also aims to close the gap among the B40 and T20.

4.1.2 Program Objectives

To provide a platform for the UM community to collaborate with Lembah Pantai community, local industry, government agency, and non-governmental organisation.

4.1.3 Program Eligibility Criteria

Following general criteria provided in Section 2 and Section 3: UM Community Engagement Grant and Partnership Matching Fund (PMF) respectively.

4.1.4 Scope of Funding and Program Duration

Following general criteria provided in Section 2 and Section 3: UM Community Engagement Grant and Partnership Matching Fund (PMF) respectively.

4.1.5 Program Application Documents

1. UMCares Grant Application Form – Community Engagement (see form sample in Section 5: Appendices; 5.1).

2. UMCares Details of Collaborator Form – Community Engagement (see form sample in Section 5: Appendices; 5.2).

3. UMCares Details of Community Form – Community Engagement (see form sample in Section 5: Appendices; 5.3).

4. Proof of research ethics approval from Universiti Malaya Research Ethics Committee (UMREC) (applicable for project that involve human participants and appropriate ethics).

4.2. Kelab Sahabat

4.2.1 Introduction

This program opens to all UM academic staff to conduct action research with schools in Petaling Utama and Bangsar / Pudu districts. The school program is one of UMCares networking programs named as Kelab Sahabat. This program has started since 2016 engaged by a memorandum of understanding between UM and Pejabat Pendidikan Daerah (PPD) Petaling Utama. This program is focusing on areas addressed by the school community and UM researchers.

4.2.2 Program Objectives

To support the school community in Klang Valley through the national school curriculum and co-curriculum via knowledge transfer program.

4.2.3 Program Eligibility Criteria

- Following general criteria provided in Section 2 and Section 3: UM Community Engagement Grant and Partnership Matching Fund (PMF) respectively.
- Minimum 5 schools under Kelab Sahabat participate in a program.

4.2.4 Scope of Funding and Program Duration

Following general criteria provided in Section 2 and Section 3: UM Community Engagement Grant and Partnership Matching Fund (PMF) respectively.

4.2.5 Program Application Documents

1. UMCares Grant Application Form – Community Engagement (see form sample in Section 5: Appendices; 5.1).

2. UMCares Details of Collaborator Form – Community Engagement (see form sample in Section 5: Appendices; 5.2).

3. UMCares Details of Community Form – Community Engagement (see form sample in Section 5: Appendices; 5.3).

4. Proof of research ethics approval from Universiti Malaya Research Ethics Committee (UMREC) (applicable for project that involve human participants and appropriate ethics).

SECTION 5: APPENDICES

5.1. UM Community Engagement Grant: Application Form

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UM COMMUNITY ENGAGEMENT GRANT APPLICATION FORM (VERSION 2/2022)

UNIVERSITI MALAYA

UNIVERSITI MALAYA COMMUNITY ENGAGEMENT GRANT APPLICATION FORM
BORANG PERMOHONAN GERAN JALINAN KOMUNITI UNIVERSITI MALAYA

One (1) softcopy of this form in word and one (1) in pdf format must be submitted to UMCares email:
Satu(1) salinan dalam format word dan satu (1) salinan dalam format pdf hendaklah dihantar ke emel UMCares:
umcares@um.edu.my
[Please note that INCOMPLETE FORM will not be processed]
[Borang yang TIDAK LENGKAP tidak akan diproses]

A	**TITLE OF PROJECT** / *TAJUK PROJEK*
A(i)	**TITLE OF PROPOSED PROJECT:** *Tajuk projek yang dicadangkan:*
B	**DETAILS OF APPLICANT** / *MAKLUMAT PEMOHON*
B(i)	**Name of Project Leader:** *Nama Ketua Projek:* **IC / Passport Number:** *No. Kad Pengenalan/ Pasport:*
B(ii)	**Position (Please tick (√)):** *Jawatan (Sila tanda (√)):* ☐ **Associate Professor** *Profesor Madya* ☐ **Senior Lecturer** *Pensyarah Kanan* ☐ **Lecturer** *Pensyarah*
B(iii)	**All items' marks with an asterisk (*) are compulsory** *Maklumat Bertanda (*) adalah Wajib Diisi* ***Author ID :** ***Researcher ID :** ***ORCID :**
B(iv)	**Faculty / Department / Centre / Unit (Please provide full address):** *Fakulti / Jabatan / Pusat / Unit (Sila nyatakan alamat penuh):*
B(v)	**Office Telephone No.:** *No. Telefon Pejabat:* **Handphone No.:** *No. Telefon Bimbit:*
B(vi)	**E-mail Address:** *Alamat e-mel:*

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B(vii)	**Date of first appointment with Universiti Malaya:** *Tarikh mula berkhidmat dengan Universiti Malaya:*
B(viii)	**Type of Service (Please tick *(√)*):** *Jenis Perkhidmatan (Sila tanda (√)):* ☐ **Permanent** *Tetap* ☐ **Contract (State contract expiry date):** *Kontrak (Nyatakan tarikh tamat kontrak)* _____
B(ix)	**Project Leader's Research Area and Expertise:** *Bidang Penyelidikan dan Kepakaran Ketua Projek:*
B(x)	**Co-researcher (Please add additional co-applicant if available)** *Penyelidik Bersama (Sila tambah nama pemohon bersama sekiranya ada)* *(Please include with a maximum of 5 pages curriculum vitae for each co-researcher)*

Bil	**Name & IC / Passport Number** *Nama & No. Kad Pengenalan/ Pasport*	**Faculty/ Centre/ Unit** *Fakulti/ Pusat/Unit*	**Academic Qualification/ Designation** *Tahap Kelayakan Akademik/ Jawatan*	**Contribution of Expertise/** *Sumbangan Kepakaran*	**H-Indeks (Publons)** *H-Indeks (Publons)*	**Signature** *T/tangan*
1						
2						
3						
4						
5						

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C	**PROJECT INFORMATION** / *MAKLUMAT PROJEK*

C(i) **Shared Properity Vision 2030 and Twelfth Malaysia Plan [Please tick** *(√)]:*
Wawasan Kemakmuran Bersama dan Rancangan Malaysia Kedua Belas [Sila tanda (√)]:

A. Shared Prosperity Vision 2030: Enablers
Wawasan Kemakmuran Bersama 2030: Pemboleh Daya

- ☐ Fiscal Sustainability *(Kemampanan Fiskal)*
- ☐ Financial Capital *(Modal Kewangan)*
- ☐ Effective Institutional Delivery *(Keberkesanan Penyampaian Institusi)*
- ☐ Governance & Integrity *(Tadbir Urus & Integriti)*
- ☐ Enlightened Society *(Masyarakat Berpencerahan)*
- ☐ Sustainability *(Kelestarian)*
- ☐ Big Data *(Data Raya)*
- ☐ Education & TVET *(Pendidikan & TVET)*

B. Shared Prosperity Vision 2030: Polarity Management
Wawasan Kemakmuran Bersama 2030: Pengurusan Polariti

- ☐ B40 group, Poor & Economically Vulnerable *(Kumpulan B40, Miskin & Rentan Ekonomi)*
- ☐ Community in Economic Transition *(Masyarakat dalam Transisi Ekonomi)*
- ☐ Indigenous Community *(Masyarakat Orang Asal)*
- ☐ Bumiputera in Sabah & Sarawak *(Bumiputera Sabah & Sarawak*
- ☐ Person with Disabilities *(Orang Kelainan Upaya)*
- ☐ Youth *(Belia)*
- ☐ Women *(Wanita)*
- ☐ Children *(Kanak-kanak)*
- ☐ Senior Citizen *(Warga Emas)*

C. Twelfth Malaysia Plan (RMKe-12): Themes
Rancangan Malaysia Kedua Belas (RMKe-12): Tema

- ☐ Resetting the Economy *(Menjana Semula Ekonomi)*
- ☐ Strengthening Security, Wellbeing, and Inclusivity *(Memperkukuhkan Keselamatan, Kesejahteraan dan Inklusiviti)*
- ☐ Advancing Sustainability *(Melonjakkan Kemampanan)*

D. Twelfth Malaysia Plan (RMKe-12): Policy Enablers
Rancangan Malaysia Kedua Belas: Pemangkin Dasar

- ☐ Developing Future Talent. *(Membangunkan Bakat Masa Hadapan).*
- ☐ Enhancing Connectivity & Transport Infrastructure (*Menambah Baik Ketersambungan dan Infrastruktur Pengangkutan*)
- ☐ Accelerating Technology Adoption and Innovation. *(Mempercepatkan Penerimagunaan Teknologi dan Inovasi)*
- ☐ Strengthening the Public Service *(Memperkukuh Perkhidmatan Awam)*

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C(ii)

10-10 Science, Technology, Innovation and Economy Malaysia (*My*STIE) Framework [Please tick *(√)]:*
Rangka Kerja 10-10 Sains, Teknologi, Inovasi dan Ekonomi Malaysia (MySTIE) [Sila tanda (√)]:

Science and Technology Drivers:
Pemacu Sains dan Teknologi:

- ☐ 5G / 6G
- ☐ Sensor Technology (*Teknologi Sensor*)
- ☐ 4D / 5D-Printing (*Percetakan 4D / 5D)*
- ☐ Advanced Materials (*Bahan Termaju)*
- ☐ Advanced Intelligence Systems (*Sistem Kecerdasan Termaju)*
- ☐ Cyber-Security & Encryption (*Keselamatan Siber & Enkripsi)*
- ☐ Blockchain
- ☐ Neuro Technology (*Neuro-Teknologi*)
- ☐ Bioscience Technology (*Teknologi Biosains)*
- ☐ Augmented Analytics & Data Discovery (*Augmentasi Analitik & Penorakaan Data)*

Socio-Economic Drivers:
Pemacu Socio-Ekonomi:

- ☐ Energy (*Tenaga)*
- ☐ Business & Financial Services (*Perkhidmatan Perniagaan & Kewangan)*
- ☐ Culture, Arts & Tourism *(Kebudayaan, Keseniaan & Pelancongan)*
- ☐ Medical & Healthcare (*Perubatan & Penjagaan Kesihatan)*
- ☐ Smart Cities & Transportation *(Bandar Pintar & Pengangkutan)*
- ☐ Water & Food *(Air & Makanan)*
- ☐ Agriculture & Forestry *(Pertanian & Perhutanan)*
- ☐ Pendidikan *(Education)*
- ☐ Environment & Biodiversity *(Alam Sekitar & Biodiversiti)*
- ☐ Smart Technology and Systems (Next Generation Engineering & Manufacturing) [*Teknologi dan Sistem Pintar (Kejuruteraan & Pembuatan Generasi Baru)]*

C(iii)

Malaysia Education Blueprint 2015 – 2025 (Higher Education) [Please tick *(√)]:*
Pelan Pembangunan Pendidikan Malaysia 2015 – 2025 (Pengajian Tinggi) [Sila tanda (√)]:

- ☐ Talent Excellence (*Kecemerlangan Bakat*)
- ☐ Nation of Lifelong Learners (*Menghayati Pembelajaran Sepanjang Hayat)*
- ☐ Financial Sustainabilty *(Kemampanan Kewangan)*
- ☐ Empowered Governance (*Pemantapan Tadbir Urus)*
- ☐ Innovation Ecosystem *(Ekosistem Inovasi)*
- ☐ Global Prominence *(Keunggulan Global)*
- ☐ Holistic, Entrepreneurial and. Balanced Graduates (*Graduan Holistik, Berciri Keusahawanan dan Seimbang)*
- ☐ Globalised Online Learning (*Pembelajaran Dalam Talian Tahap Global)*
- ☐ Transformed Higher Education Delivery *(Transformasi Penyampaian Pendidikan Tinggi)*
- ☐ Quality, Technical and Vocational Education and Training (TVET) Graduates (*Graduan TVET Berkualiti)*

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C(iv) **UMCares Project Cluster [Please tick** *(√)]:*
Kluster Projek UMCares [Sila tanda (√)]:

- ☐ Environmental Development *(Pembangunan Alam Sekitar)*
- ☐ Sport and Recreation *(Sukan dan Rekreasi)*
- ☐ Social Welfare *(Kebajikan Sosial)*
- ☐ Entrepreneurship *(Keusahawanan)*
- ☐ ICT and Technology *(ICT dan Teknologi)*
- ☐ Rural Development *(Pembangunan Luar Bandar)*
- ☐ Education *(Pendidikan)*
- ☐ Health *(Kesihatan)*
- ☐ National and Cultural Heritage Conservation *(Pemeliharaan Warisan Negara dan Budaya)*

C(v) **Benefited Communities and Location of Project:**
Komuniti yang menerima manfaat dan tempat projek dijalankan:

Example / *Contoh* :

Benefited Communities: (at least 2 (two) communities)
1. Community A
2. Community B

Location of Project: (Please indicate complete address with postal code)

C(vi) **Duration of this project (Maximum 12 months):**
Tempoh masa projek ini (Maksimum 12 bulan):

Duration: _____
Tempoh

From : _____
Dari

To : _____
Hingga

C(vii) **Research projects (related to current proposal) that have been completed or ongoing by applicant. Please provide title of research, grant's name, duration, year commence and year ending.**
Sila sediakan maklumat termasuk tajuk, nama geran, tempoh, tahun mula dan tahun tamat (yang berkaitan dengan kertas cadangan ini) bagi projek penyelidikan yang sedang / telah dijalankan oleh pemohon.

	Title of Research Project *Tajuk projek penyelidikan*	**Grant's Name** *Nama Geran*	**Duration** *Tempoh*	**Start Date** *Tarikh mula*	**End Date** *Tarikh tamat*
1.					

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	2.					
	3.					

C(viii) **Please list research outputs of the above projects (accepted publications – e.g.: Journals, Books, Chapters in books, etc; Intellectual Property; Product; Talent; Established Collaboration; other relevant outputs contributing to the current proposal). Details of research outputs has to be appended with the proposal.**
Sila senaraikan hasil penyelidikan daripada projek-projek di atas (penerbitan akademik – contoh : Jurnal, buku, bab dalam buku, dll ; Harta Intelek; Produk; Bakat; Jaringan Kolaborasi; Lain-lain output yang menyumbang terhadap penyelidikan yang dicadangkan). Perincian hasil penyelidikan perlu disertakan bersama-sama kertas cadangan ini.

PUBLICATION (*Penerbitan*)

	Title of Journal *Tajuk Jurnal*	**Name of journals / books** *Nama jurnal / buku*	**ISI**	**SCOPUS**	**None ISI /SCOPUS**	**Year published** *Tahun diterbitkan*
1.						
2.						
3.						

INTELLECTUAL PROPERTY *(Harta Intelek)*

	Patent No. *No. Paten*	**Patent Type** *Jenis Paten*	**Issue Date** *Tarikh Isu*	**Description** *Keterangan*
1.				
2.				
3.				

PRODUCT *(Produk)*

	Product Name *Nama Produk*	**Product Type** *Jenis Produk*	**Product Price** *Harga Produk*	**Description** *Keterangan*
1.				
2.				
3.				

TALENT *(Bakat)*

1.	
2.	

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	3.	
	ESTABLISHED COLLABORATION *(Kolaborasi yang telah diwujudkan)*	
	1.	
	2.	
	3.	
	OTHER RELEVANT OUTPUTS *(Output lain yang berkaitan)*	
	1.	
	2.	
	3.	
C(ix)	**Executive Summary of Project Proposal (maximum 300 words)** **(Please include the background of project, literature reviews, objectives, research methodology and expected outcomes from the community project)** *Ringkasan Cadangan Eksekutif Projek (maksimum 300 patah perkataan)* *(Meliputi latar belakang projek, kajian literatur, kaedah penyelidikan, objektif dan jangkaan projek komuniti)*	
C(x)	**Detailed proposal of community project:** *Cadangan maklumat projek komuniti secara terperinci:* **(a) Project background including Problem Statement, Related References, Relevance to Government Policy (if any), Hypothesis / Research Questions and Literature Reviews**. *Keterangan latar belakang projek termasuk Pernyataan Masalah, Rujukan Berkaitan dan Perkaitan dengan Dasar Kerajaan (jika berkenaan), kenyataan hipotesis / persoalan penyelidikan dan kajian literatur.* **(b) Objective(s) of the Project** *Objektif Projek* **Example** / *Contoh* ***This projek embarks on the following objectives /*** *Projek ini merangkumi objektif-objektif seperti berikut:*	

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	1) To investigate ... *2) To assess ...* *3) To investigate ...* *4) To make recommendation based on ...* **(c) Methodology** *Kaedah* **Please state in the form** / *Sila nyatakan di dalam borang ini:* ***1. Description of Methodology*** ***2. Flow Chart of Project Activities (Please enclose in Appendix)*** ***3. Gantt Chart of Project Activities (Please enclose in Appendix)*** ***4. Milestones and Dates (Please enclose in Appendix)*** **(d) Expected Results / Output** *Jangkaan Hasil / Output* ***1. Article in Journal (ISI / SCOPUS indexed journal) / Module / Policy / White Paper*** ***2. Video*** ***3. Journal*** **(e) Expected Outcome / Impact** *Jangkaan Outcome / Impak* Please indicate impact on Academics, Society, Industry, Economy and Nation Sila nyatakan *impak kajian terhadap Akademik, Masyarakat, Industri, Ekonomi dan Bangsa*
C(xi)	**Project Risk (Explain project risk in terms of time, technical and financial)** *Risiko Projek (Terangkan risiko projek dari aspek masa, teknikal dan kewangan)*

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C(xx)	**Project Sustainability and Exit Plan** **(Please specify how the project will be managed after the project ends)** *Kelestarian Projek dan Exit Plan* *(Sila nyatakan bagaimana projek akan diuruskan selepas projek tamat)*

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D	**BUDGET** / *BELANJAWAN*			
	Please indicate your estimated budget for this project and details of expenditure according to the guidelines *Sila nyatakan anggaran bajet bagi cadangan projek ini dan berikan butir – butir perbelanjaan lengkap dengan berpandukan kepada garis panduan*			
	Budget details *Butiran belanjawan* ***Please specify** **Sila nyatakan secara lengkap dengan pecahannya sekali.*	**Amount requested for CE Grant and received from partnership (PMF)** *Jumlah yang dipohon untuk Geran CE dan yang telah diterima dari dana kerjasama*		**Only for UMCares Administrator use** *Hanya untuk kegunaan Pentadbir UMCares* ***Amount recommended for approval** **Jumlah yang dicadangkan untuk kelulusan*
		CE Grant *Geran CE (RM)*	**Partnership Matching Fund (PMF)** *Dana Padanan Kerjasama (PMF) (RM)* ***Please specify source(s) and proof of commitment from stakeholder(s)** **Sila nyatakan sumber dan bukti komitmen dari pihak pemegang taruh*	
D(i)	**Vote 11000 - Salary and wages** *Upah dan Elaun* Untuk Pembantu Penyelidik Siswazah (GRA) / Pembantu Penyelidik (RA)	****This vote is not offered for this application*** *Vot ini tidak ditawarkan untuk permohonan*		
D(ii)	**Vote 21000 - Travelling and Transportation** *Perjalanan dan Pengangkutan*			
D(iii)	**Vote 24000 - Rental** *Sewaan*			

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D(iv)	**Vote 27000 - Research Materials & Supplies** *Bekalan dan Bahan Penyelidikan*			
D(v)	**Vote 28000 - Maintenance and Minor Repair Services** *Baik pulih kecil dan ubahsuai*	***This vote is not offered for this application*** *Vot ini tidak ditawarkan untuk permohonan*		
D(vi)	**Vote 29000 - Professional Services** *Perkhidmatan Ikhtisas*			
D(vii)	**Vote 35000 - Accessories and Equipment** *Aksesori dan Peralatan*			
TOTAL AMOUNT (RM) *JUMLAH BESAR (RM)*		***Maximum total amount must NOT exceed RM 20,000.00*** *Nilai maksimum adalah TIDAK melebihi RM 20,000.00*		

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E	**DECLARATION BY APPLICANT** / *AKUAN PEMOHON* **(Please tick (√))** / *(Sila tanda (√))*

I hereby declare that:
Saya dengan ini mengaku bahawa:

☐ **1. All information stated here are accurate, UMCares has right to reject or to cancel the offer without prior notice if there is any inaccurate information given.**
Semua maklumat yang diisi adalah benar, UMCares berhak menolak permohonan atau membatalkan tawaran pada bila-bila masa sekiranya keterangan yang dikemukakan adalah tidak benar.

☐ **2. Application of this project is presented for the UM Community Engagement Grant.**
Permohonan projek penyelidikan ini dikemukakan untuk memohon peruntukan di bawah Geran Jalinan Masyarakat UM.

☐ **3. Application of this community project is also presented for other grant(s) (grant's name and total amount)** _____
Permohonan projek komuniti ini juga dikemukakan untuk memohon peruntukan sumber lain dari (nama geran dan jumlah dana) _____

Please ensure all required information are provided / *Sila pastikan semua maklumat ini disempurnakan*

☐ **Title in English and Bahasa Malaysia**
Tajuk dalam Dwibahasa

☐ **Details of Collaborators / Stakeholders**
Maklumat Rakan Kolaborasi / Pemegang Taruh

☐ **Details of Community**
Maklumat Komuniti

☐ **Budget Details**
Perincian Bajet

☐ **Project Implementation Duration**
Tempoh Pelaksanaan Projek

☐ **Related Attachments (if applicable)**
Lampiran Berkaitan (sekiranya ada)

Date .....
Tarikh

Signature & Stamp .....
Tandatangan & Cop

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F	**RECOMMENDATION BY DEAN / DIRECTOR / HEAD OF DEPARTMENT** *SOKONGAN OLEH DEKAN / PENGARAH / KETUA JABATAN*

Please tick (√) / *Sila tandakan (√):*

☐ **A. Recommended** / *Disokong*

☐ **B. Not Recommended** / *Tidak Disokong*

General Comments */ Ulasan Umum:*

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Name .....
Nama

Signature & Stamp .....
Tandatangan & Cop

Date .....
Tarikh

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H	**RECOMMENDATION BY DIRECTOR OF UMCARES** *PERAKUAN PENGARAH UMCARES*

Please tick (√):
Sila tandakan (√):

Recommended:
Diperakukan:

☐ ***A.*** **Highly Recommended**
Sangat Disokong

☐ **B.** **Recommended**
Disokong

☐ **C.** **Not Recommended (Please specify reason)**
Tidak Disokong (Sila nyatakan sebab)

Comments:
Ulasan:

Name .....
Nama

Signature & Stamp .....
Tandatangan & Cop

Date .....
Tarikh

5.2. UM Community Engagement Grant: Details of Collaborator

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UM COMMUNITY ENGAGEMENT GRANT
DETAILS OF COLLABORATOR (VERSION 1/2021)

UNIVERSITI MALAYA

DETAILS OF COLLABORATOR
MAKLUMAT RAKAN KOLABORASI

One (1) softcopy of this form in word and pdf format must be submitted to UMCares email:
Satu(1) salinan dalam format word dan pdf hendaklah dihantar ke emel UMCares:
umcares@um.edu.my
[Please note that INCOMPLETE FORM will not be processed]
[Borang yang TIDAK LENGKAP tidak akan diproses]

SECTION A *Seksyen A*	
NAME OF COLLABORATOR (ORGANISATION) *Nama rakan kolaborasi (organisasi)*	
TYPE OF COLLABORATOR (ORGANISATION) *Jenis kolaborator (organisasi)*	☐ **Business** / *Perniagaan* **(Example: Sdn. Bhd., Berhad, Enterprise)** ☐ **Non-Business** / *Bukan Perniagaan* **(Example: Koperasi, Sekolah, JKK)**
COLLABORATOR REGISTRATION NO. / VALIDATION DATE (if available) *No. pendaftaran kolaborator / Tempoh sah laku (jika ada)*	**Example for organisation no. registered with Ministry of Finance (MOF) and validation date:** **XXX-XXXXXXXXXX / XX-XX-20XX – XX-XX-20XX** **Please provide copy of company registration certificate or proof of registration from Registrar of Societies or the Companies Commission, or proof registration under the Companies Act 1965 or the Trustees (Incorporation) Act 1952** **(Example for MOF registration: Lampiran A)** *Sila sertakan salinan sijil akuan pendaftaran syarikat atau bukti pendaftaran dari Jabatan Pendaftaran Pertubuhan Malaysia atau Suruhanjaya Syarikat, atau bukti pendaftaran di bawah Akta Syarikat 1965 atau Akta Pemgang Amanah (Pemerbadanan) 1952* *(Contoh pendaftaran dengan Kementerian Kewangan Malaysia: Lampiran A)*
AREA / TYPE OF ACTIVITY *Bidang / Jenis Aktiviti*	
YEAR IN OPERATION *Tahun mula operasi*	
YEAR OF ESTABLISHMENT *Tahun penubuhan*	
FULL ADDRESS *Alamat penuh*	

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UM COMMUNITY ENGAGEMENT GRANT
DETAILS OF COLLABORATOR (VERSION 1/2021)

ANNUAL TURNOVER (RM) *Pendapatan tahunan (RM)*		
NO. OF EMPLOYEES / MEMBERS *Bil. pekerja / ahli*		
CONTACT PERSON *Maklumat perhubungan*	**NAME** *Nama*	
	DESIGNATION *Jawatan*	
	OFFICE TELEPHONE NO. *No. telefon pejabat*	
	HANDPHONE NO. *No. telefon bimbit*	
	EMAIL *Emel*	

SECTION B *Seksyen B*		
PROOF OF UNIVERSITY-ORGANISATION COLLABORATION **(Example: current Letter of Intent)** *Bukti kerjasama Universiti-Organisasi* *(Contoh: Surat hasrat kerjasama terkini)*	**Please provide copy of proof for University-Organisation collaboration** *Sila sertakan salinan bukti kerjasama Universiti-Organisasi*	
AMOUNT OF MONETARY CONTRIBUTION TO THE PROJECT (RM) (if available) *Jumlah sumbangan kewangan kepada projek (RM) (jika ada)*		
NON-MONETARY CONTRIBUTION TO THE PROJECT (if available) *Sumbangan bukan kewangan kepada projek (jika ada)*	**Item:**	**Equivalent value in RM:** *Nilai setara dalam RM:*

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UM COMMUNITY ENGAGEMENT GRANT
DETAILS OF COLLABORATOR (VERSION 1/2021)

VERIFICATION *Pengesahan*	**I hereby certify all information provided is true;** *Saya dengan ini mengesahkan semua maklumat yang diberikan adalah benar;* ..... (**Signature** / Tandatangan) **Official stamp:** *Cop rasmi:*	**Name:** ..... *Nama:* **Position:** ..... *Jawatan:*

5.3. UM Community Engagement Grant: Details of Community

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UM COMMUNITY ENGAGEMENT GRANT
DETAILS OF COMMUNITY (VERSION 1/2021)

UNIVERSITI MALAYA

DETAILS OF COMMUNITY
MAKLUMAT KOMUNITI

One (1) softcopy of this form in word and pdf format must be submitted to UMCares email:
Satu(1) salinan dalam format word dan pdf hendaklah dihantar ke emel UMCares:
umcares@um.edu.my
[Please note that INCOMPLETE FORM will not be processed]
[Borang yang TIDAK LENGKAP tidak akan diproses]

SECTION A *Seksyen A*		
NAME OF COMMUNITY *Nama komuniti*		
FULL ADDRESS *Alamat penuh*		
NO. OF COMMUNITY MEMBERS WILL BE INVOLVED IN THIS PROJECT (estimation) *Bil. ahli komuniti yang akan terlibat dalam projek ini (anggaran)*		
COMMUNITY REPRESENTATIVE CONTACT *Maklumat perhubungan wakil komuniti*	**NAME** *Nama*	
	DESIGNATION *Jawatan*	
	OFFICE TELEPHONE NO. *No. telefon pejabat*	
	HANDPHONE NO. *No. telefon bimbit*	
	EMAIL *Emel*	

1

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UM COMMUNITY ENGAGEMENT GRANT
DETAILS OF COMMUNITY (VERSION 1/2021)

SECTION B *Seksyen B*		
COMMUNITY AWARENESS / READINESS *Kesedaran / kesediaan komuniti*	**Select the relevant benefits and briefly describe how this project can help your community;** *Pilih faedah yang berkenaan dan terangkan secara ringkas bagaimana projek ini dapat membantu komuniti anda;*	
	Economy / *Ekonomi*	
	Social / *Sosial*	
	Health / *Kesihatan*	
	Environment / *Alam Sekitar*	
	Others / *Lain-lain*	
VERIFICATION *Pengesahan*	**I hereby certify all information provided is true;** *Saya dengan ini mengesahkan semua maklumat yang diberikan adalah benar;* ..... (**Signature** / Tandatangan) **Official stamp:** *Cop rasmi:*	**Name:** ..... *Nama:* **Position:** ..... *Jawatan:*

- End of document -