



QR concept paper

The process for submitting grant of individual research for personnel in

Health Science

Researchers submit research proposal to RIHS.

- Researchers submit source documents via DOMS system as follows
- Project proposal forms (Concept paper for WU grant) according to https://rihs.wu.ac.th/?page_id=6342
- A document signed by the research center leader

RIHS examines

- Research proposal
- Scholarship recipient qualification
- Budget (refer to the grant of individual research announcement date 1/2/2019)

5 official working days

Capital approval

- Vice President for Research and Community Services

Disbursement of research grants, first installment (50%)

- The contract is completely signed
- RISH create an approval document for disbursement installment 1.
- Vice president for research and community services approves research grants disbursement.

Contract signing

- The director of RIHS
- The head of research project
- Co- researcher
- Dean of the school
- Director of the research institute for health science
- vice president for research and community services

10 official working days

Make a grant contract

- RIHS issued the grant contract document.
- submit the grant contract to researchers

15 official working days

parallel

Oral presentation

Suggested by

- vice president for research and community service ,the director of RISH, and the Director of the research institute for health sciences
- The researchers adjusted the details of project performance according to the recommendations

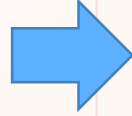
- next -



10 official Working days

Disburse research grant

- Finance and accounting section pay research grant transfer through salary Krungthai bank account.



Monitoring of research implementation

- Researchers used oral presentation to report the progress of research performance on months 3, 6, 9 and 12.
- submit the progress report in a 6 months or when the implementations exceed than 50% for disbursement installment 2.



Close the research project following the grants contract

- At the end of contract (12 months)
- Send the documents as follows
 - 1.Approval form for closing the individual research project
 - 2.Financial summary to close the research project
 - 3.Submission delivery form(manuscript)
 4. Evidence of submitting the research article manuscript to a journal for publication (Scopus)
 - 5.Summary the result of research project briefly around 2-3 pages



Times extension for research project

- In the past 12 months
- Maximum 2 times each time no more than 3 months, and send the following documents
 - 1.Memorandum request for time extension
 - 2.Summary report of the cost
 - 3.Summary the result of project performance(briefly)
 - 4.Draft manuscript
 - 5.Implementation research plan during time extension



Submitting research article for publication

- Within 12 months after the end of project period
- Submit the following documents: research articles (reprint) or letter of acceptance research articles published in international academic journals Scopus database.

Contact Miss Sudarat Changrong
Tel. 0-7567-2554 Ext. 72554