Guidelines for the Gokongwei Brother's Foundation

Research Grants

Research Proposals

The Gokongwei College of Engineering invites the faculty from the different departments of the college to submit research proposals in the fields of smart cities, data analytics, innovations, disaster risk reduction and management, and any other fields of interest as proposed by the Gokongwei Brothers Foundation (GBF). These proposals should be completed within a duration of 6 months to 1 year. A maximum of PhP 1 million will be available for the research grants every year.

Awards

The call for research proposals will be done at most once a year. During each call a maximum of 6 research proposals (1 investigator per department) and 1 research program workshop will be selected. Grant applications will be screened and evaluated by the review committee consisting of the Dean, the director of CESDR or the assistant dean for research and advanced studies, and the chair of the department of the principal investigator. Furthermore, a representative from GBF will also be invited to join the review committee. All entries should be submitted not later than the last working day of October. The Dean of the Gokongwei College of Engineering will ensure the adequate management of funds.

Policies

1. Each faculty is entitled to submit a research proposal. However, only one investigator per department (either as an individual or as part of an interdisciplinary research (IR) project) and one additional faculty who will serve as principal investigator of a research program workshop proposal can be awarded in any given year.
2. Faculty research groups may increase their funding by collaborating with faculty from other departments and submitting an IR proposal as indicted in number 4.
3. If research proposals are co-funded with other sources of funding (e.g. external funds, URCO funded projects), these should be indicated in the budget.
4. There are three types of proposals (as indicated below) that may be submitted. These are motivated by the University's goal of transitioning towards a research university and GCOE would like to support the research productivity of its faculty and the college. The programs indicated below have been patterned against existing URCO programs.
   a. **Faculty Research Programs** – these are for basic or applied research projects submitted by individual faculty members. The maximum funding is **PhP 150,000.00**.
   b. **Interdisciplinary research projects (IR)** – faculty may choose to organize into teams to cover research areas that require an interdisciplinary approach. Each member of the team submits his/her research component within the IR project similar to the faculty research program proposal. The team however, should present how each project component aligns in the over-arching theme of the IR project. The team however should present only one budget which integrates the different components. A maximum funding equal to **PhP 150,000.00** multiplied with the number team members from unique departments of GCOE can be proposed.

Version 10, August 20, 2019

  c. **Research program workshops** – these are projects anchored on thematic areas meant for the conduct of lectures and discussion between team members and experts (internal or external) to finalize a research proposal to be submitted to an external funding agency. A maximum of **PhP 100,000.00** may be granted for this type of proposal.

5. All disbursements and liquidation will be subject to DLSU Accounting Office Procedures.

Eligibility

1. Full-time and Part-time Academic Teaching Faculty or Academic Service Faculty, may serve as principal investigator.
2. Priority is given to permanent full-time faculty who demonstrate a track record of compliance with departmental and college requirements.
3. For part-time or full-time probationary faculty who wish to serve as principal investigator, an endorsement letter from the department chair is needed.

Procedure

1. Fill out the research proposal form and have it signed by the respective department chairs of the principal investigator and co-investigators. It is possible to submit a proposal which is being co-funded by other sources. Co-funded projects should provide a copy of the approved research proposals from another agency together with a notice of approval from the funding organization or agency.
2. All proposals should be submitted to the Research and Advanced Studies Office by the last day of October.
3. Principal investigators will be required to prepare a 10-minute presentation which will be presented to the panel on the second week of November (to be scheduled every school year).
4. Proposals will be evaluated based on clarity of content, relevance of the objectives, technical soundness, alignment of activities to proposed objectives, cost-effectiveness, and expected outputs (e.g. publications, PhD graduates, policy briefs, collaborations etc.).
5. Approval will be released on or before December 15.
6. The panel will ensure that all departments are represented in the submitted proposals with faculty serving as principal investigator or as co-investigator of individual research programs or of the interdisciplinary projects, and research program workshops.

Guidelines for the Gokongwei Brother's Foundation

Faculty Development Grants

Faculty Development Grants

The Gokongwei College of Engineering is providing funds to support or to subsidize the participation of its faculty in international conferences. International conferences provide researchers with the opportunity to disseminate their work to the international scientific community, to develop and expand their international network and the prospect to publish their work in WoS or Scopus-indexed proceedings and journals. The grant may be applied in conjunction with other sources of funding. A maximum of PhP 50,000 can be given to each applicant and the college can support up to 9 applications per year.

General Eligibility

1. Must be a full time or part-time faculty or ASF of GCOE who has served the University for at least 3 years.
2. Must have an average teaching evaluation of "very satisfactory" in the past year.
3. Must comply with department and college requirements and regulations (e.g. attendance and participation in meetings, submission of QA and academic documents)

*additional requirements may be requested as deemed necessary.

General Policies

1. A faculty may avail of the support once in each cycle[1].
2. A faculty may apply again for the support once the cycle has been completed or when all other faculty have received support or have signified to waive their right to avail of the support.
3. The faculty should provide the expected budget allocation for the requested funds. Co-funding from other sources should also be indicated in the budget allocation.
4. The Dean of the Gokongwei College of Engineering will ensure that the grants are equitably distributed among the different departments based on current and previously approved applications.

Benefits

A maximum support grant of **PhP 50,000.00** will be granted to successful applicants with disbursement and liquidation subject to the usual Accounting Office procedures. The grant is meant to support the presentation of at least one (1) scientific paper in a chosen international conference.

---

[1] A cycle corresponds to having all eligible engineering faculty avail of the support or others have waived their right to avail the grant

Support for Presentation in an International Conference

Eligibility

Must present a paper in a high impact conference (oral or poster) or invited as a keynote or plenary speaker in a high impact conference.

Policies

1. The applicant should provide supporting details regarding the conference to justify that it is high-impact. The following supporting documents are considered:
   a. The conference proceedings are listed in the Scopus or Web of Science database
   b. The conference provides an opportunity for publishing in journals listed in Scopus or Web of Science. Proof can be established by providing evidence of previous special issues in reputable journals, arising from the conference.
   c. List of scientific committee members of the conference showing presence of distinguished researchers (name of researcher, h-index, no. of publication)
2. The fund may be utilized for the following – registration in the international conference of choice, and publication fees for publishing at least one paper in the conference proceedings.
3. Successful applicants should acknowledge the Gokongwei Brothers Foundation in the paper published in the conference proceedings or any succeeding publications which may result from participating in the conference (e.g. publication in journals listed in Scopus or Web of Science considered as special issues associated with the conference)

Procedures

1. The faculty should submit a letter of application to the Dean of the Gokongwei College of Engineering and endorsed by the department chair. It should be accompanied with the following attachments:
   a. Letter indicating the justification for considering the conference high-impact
   b. Call for papers of the conference or symposium
   c. Letter of acceptance or invitation
   d. Copy of conference paper to be presented (abstract or full paper)
   e. Line item budget on how the grant will be utilized.
2. Faculty must declare other sources of funding and provide a line item budget on how the grant will be used up.
3. The application should be submitted to the Dean's office at least 1 month prior to the activity.

Version 10, August 20, 2019