



**NATIONAL COMMISSION FOR SCIENCE, TECHNOLOGY AND  
INNOVATION**

**RESEARCH ENDOWMENT FUND**

**7<sup>th</sup> CALL FOR POSTGRADUATE**

**MSc/MA PROGRAMME APPLICATION  
FORM**

**2015/2016 FY**

*Read carefully the Guidelines and general instructions before filling this application form.*

**{ This proposal application form MUST be accompanied by Letter from your Board of Postgraduate Studies/School as a proof the proposal has been defended and approved for it to be eligible }**

**1.0 APPLICANT DETAILS**

Surname:.....

Given name (s) ..... Gender:.....

Nationality..... County.....

ID Number:.....(Attach a copy)

University .....

Faculty/School: .....

Department: .....

University registration No. .... Year of registration .....

Highest qualification attained (*copy of the Degree certificate to be attached*)

**Current contacts:**

**Email:..... Cell Phone No .....**

P.O. Box .....

**2.0 SIGNATURES**

The student, supervisors, Graduate school/faculty and the Head of University must sign this application. It should bear official stamp of the institution.

Student’s Signature:..... Date:.....

**SUPERVISORS:** *(This is to confirm that this proposal has been defended and approved under my supervision and will facilitate its timely implementation)*

i). Name: ..... Signature .....

ii). Name: ..... Signature .....

**DEAN/DIRECTOR GRADUATE STUDIES/SCHOOL:** *(This is to certify that the said Student is currently fully registered in this University and His/her research work has been approved and/or is ongoing).*

Name ..... Signature & Stamp .....

**HEAD OF THIS UNIVERSITY:**

Declares:

- That this University supports this application and will ensure the project is implemented as scheduled in the postgraduate programme if he/she receive the Grant;
- **This page to be endorsed by (VC or DVCs or Principal in case of University Constituent Colleges)**

Signature:..... Date:.....

Title, Name, Official position:

.....

.....

**Official stamp:**

### 3.0 GRANT ADMINISTRATION

**The Institution that will administer the Grant: This is a RESEARCH GRANT and should NOT be used to pay tuition fees. (Postgraduate research grants will be administered by the University where the student is registered.**

***Kenyans registered in foreign universities are eligible for the grant but MUST get affiliation in a local institution that will administer the grant if successful).***

Full Name and Address of the Institution:

Telephone Numbers of the Institution:..... Mobile .....

Email: .....

Fax .....

**Official stamp:**

### 4.0 PROPOSED RESEARCH

*(Expand the spaces provided in the form to fit. The proposal should not exceed 20 pages, Times New Roman font size 12, single spacing) excluding relevant appendices e.g. CV, letter of approval from Board of Postgraduate, workplan etc)*

**Title of your Research:**

**Area of specialization:**

**Abstract:** *(Maximum of 300 words)*

*Select 3 – 5 key words describing the project:*

**4.1. Give background to the proposed research. Define the problem that the proposal seeks to address, stating the justification of the project**

**4.2. Up-to-date scholarly knowledge** (*Provide relevant and updated literature review information related to your proposed research to show the existing gaps*)

**4.3. State the objectives of your research**

**4.4. State your hypothesis/research questions if any**

**4.5. State clearly the expected outputs of this research and ensure that they are linked with the stated objectives**

**4.6. Identify clearly the potential beneficiaries of the research results and the expected impacts**

## **5.0. RESEARCH DESIGN AND DATA ANALYSIS**

**5.1 Describe the research Methodology** *(Provide clearly descriptions of the scientific methodologies you will use in this research, indicating statistical methods, experimental designs and analysis to be used etc)*  
*Ensure your clearly indicate the methodologies to be used to achieve the stated objective.*

**5.2 Identify specialized equipments, facilities and infrastructure which are required for the project**

**5.3 For studies using human participants indicate eligibility (inclusion/exclusion) criteria, access and recruitment, incentives, etc**

## **6.0 PROJECT ACTION PLAN**

### **Detailed Plan of Activities:**

Provide a clear indication of the tasks that will be performed to complete the work in the following format. (*Attach the workplan separately*).

## **7.0 FACILITIES AND FUNDING**

**7.1 List facilities relevant to the research project available at your University**

**7.2 List any other funds that you or your institution have obtained or will apply for this particular research project**

	Donor	Time frame	Amount (Kshs)

**7.3 If you have Co-funding for your project, please give details of the funding you have received and why this Grant is needed?**



## 8.0 BUDGET

*(NOTE that institutional overheads/charges, administration fee are not accepted under this grant. Emphasis on budget allocation should be placed on expendable supplies. (This Grant does not support the acquisition of :- Laptops; Desktop Computers; Printers; Microscopes; Refrigerators; Deep freezers; Microwaves; Cameras; Mobile phones, tuition fees, professional associations fees, salaries, consultancies fees, contingency, subscription fees, Airtime, Internet bundles, text books). Any equipment procured will remain property of the institution.*

*Provide clearly itemized yearly budget. You can add rows to this template to fit list of your budget items (DO NOT include any of the above prohibited items.*

Budget Items	Quantity	Cost/Unit	Amount (KES)
<b>8.1. Expendable supplies</b>			
<b>Sub-total</b>			
<b>8.2. Equipments</b> <i>(Specify and describe each item) Equipment normally found in most Labs may not be supported by this grant</i>			
<b>Sub-total</b>			
<b>8.3. Local travel</b> <i>(local traveling costs, accommodations, allowances - should not be more than 10% of the total budget) - This grant does not support international travelling costs at all.</i>			

<b>Sub-total</b>			
<b>8.4. Documentation, publication costs, conferences</b>			
<b>Sub-total</b>			
<b>Total (<i>Amount Applied</i>)</b>			
<i>Total budget Applied for must not exceed the Advertised limit. Any applications exceeding the limit will not be considered). MSc/MA maximum budget is Ksh 200,000.</i>			

**8.5 List the items you requested funding for in the budget, describing their function, explain their cost, and justifying their use in this research (*Attach clear explanatory notes of the budget*).**

**References** (*List all publications/literature materials cited in this application*)

**Supervisors** (*Provide updated contacts of all supervisors:- Telephone and Email*)

**Appendices:**

**It's mandatory the following document be attached to your application.**

- *Letter from Board of Postgraduate Studies/School to prove the proposal has been defended and approved*
- *Copy of the MSc/MA degree certificate*
- *Letter of registration from your University*
- *Copy of ID*
- *Letter for Affiliation from a local Institution (Those registered outside the Country)*
- *Brief CV (Max 2pg)*
- *Yearly workplan*