**Annex C**

**PROJECT PROPOSAL**

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| Please note that submissions will be evaluated based on the following criteria:   1. **Ability to deliver project objectives**   The methodology is clear and appropriate in addressing the key challenges and is practical to implement and conduct. The proposed timeline should also be reasonable and achievable, with the project outcomes produced in a timely manner.   1. **Quality of research team**   Researchers working on the project should have the relevant expertise and experiences to execute the project well.   1. **Value for money in budget**   The proposed budget should be based on realistic costings to achieve the research deliverables, with appropriate justifications.   1. **Strength of value-added research components**   Proposals with added research outcomes (exceeding those in the expected deliverables stated by NParks) deemed of value to NParks will be favourably considered. |

**“<Title of Project>”**

**Research Collaboration Opportunity Number (RCO No):**

|  |  |  |  |
| --- | --- | --- | --- |
| **List of Project Team Members** | | | |
| **Role** | **Name** | **Designation** | **Department & Institution** |
| **Lead PI** |  |  |  |
| **Co-PI (1)** |  |  |  |
| **Co-PI (2)** |  |  |  |
| **Co-PI (3)** |  |  |  |

**EXECUTIVE SUMMARY (400 WORDS)**

*Elaborate on key components of the project proposal, including the questions being addressed in the proposal, and a clear articulation of how the project would meet expected project deliverables and outcomes.*

**REVIEW OF CURRENT KNOWLEDGE**

*Describe the current state of knowledge, including prior work, that is relevant to the research project.*

**METHODOLOGY AND WORK PLAN**

*Detail the research methodology, as well as plans, that will lead to the desired project deliverables/outcomes. Please also detail separately the methodology and work plan for any value-added research components (over and above the expected project deliverables and outcomes but within the same budget) as well as identify any additional challenges, if any.*

**SCHEDULE / TIMELINE**

*Provide a timeframe for the project, including important milestones and project updates - if any, etc. Please fill up the details in the tabulated format for easy reference as below.*

*Example:*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Milestone** | **Q1** | **Q2** | **Q3** | **Q4** | **Q1** | **Q2** | **Q3** | **Q4** |
| Milestone 1 |  |  |  |  |  |  |  |  |
| Milestone 2 |  |  |  |  |  |  |  |  |
| Milestone 3 |  |  |  |  |  |  |  |  |
| Progress Report |  |  |  |  |  |  |  |  |
| Technology/Invention Disclosure |  |  |  |  |  |  |  |  |
| Final Report |  |  |  |  |  |  |  |  |

**DELIVERABLES**

*This must include the deliverables indicated in* ***Annex A****. Additional deliverables/outcomes envisaged within this project should also be described here.*

**BUDGET**

*Please indicate all anticipated costs associated with the proposed project and detail the budget breakdown using this table.*

|  |  |
| --- | --- |
| **Cost Item** | **Project Amount (SGD)** |
| (a) Expenditure Manpower (EOM) |  |
| Salary (Local) |  |
| Salary (Foreign) |  |
| Total for (a) |  |
| (b) Expenditure on New Equipment |  |
| Equipment |  |
| Materials & Consumables |  |
| Software |  |
| Total for (b) |  |
| (c) Other Operating Expense (OOE) |  |
| Publications |  |
| Overseas Conferences & Travel |  |
| Local Travel Expenses |  |
| Others |  |
| Total for (c) |  |
| (d) Overhead |  |
| Overhead |  |
| Total for (d) |  |
| GRAND TOTAL (a+b+c+d) |  |

1. **REFERENCES**

*Please include relevant academic publications and other articles in this section.*

1. **CVs**

*The CVs will indicate the value each investigator brings to this specific project. CVs should show information relevant to this project and must be kept to a maximum of 4 pages.*

1. **APPROVAL(S) FOR WORK**

*Please provide relevant documentation(s) for approvals of work, including site approvals/permits, approval from ethics board etc.*

1. **DECLARATION(S)**

On behalf of our institutions, we, the undersigned, declare that:

(i) The following are all known projects/proposals (currently under evaluation by other funding initiatives, or in progress) with similar scope to this Project Proposal (please state “*nil”* if none):

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(ii) We accept the Proposal Submission Conditions described in Paragraph 4 of the National Parks Board Research Collaboration Opportunity document.

|  |  |
| --- | --- |
| Signature: |  |
| Name of Lead PI: |  |
| Designation: |  |
| Institution: |  |
| Date: |  |

|  |  |
| --- | --- |
| Signature: |  |
| Name (Co-PI): |  |
| Designation: |  |
| Institution: |  |
| Date: |  |

|  |  |
| --- | --- |
| Signature: |  |
| Name (Co-PI): |  |
| Designation: |  |
| Institution: |  |
| Date: |  |

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| --- | --- |
| Signature: |  |
| Name (Co-PI): |  |
| Designation: |  |
| Institution: |  |
| Date: |  |