**Research Grant Application**

**Guidelines, Conditions, and Mechanisms**

**Research Grant Application**

* King Salman Centre for Disability Research (KSCDR) welcomes researchers and announces that application forms are now available on the Centre website: <https://www.kscdr.org.sa/ar/research/apply-researches>
* Applicants are required to submit their applications electronically to King Salman Centre for Disability Research (KSCDR) to its email address: [research-grants@kscdr.org.sa](mailto:research-grants@kscdr.org.sa)

**General Guidelines**

* The research grant application should be original and has not been previously submitted to any other party.
* The international research language is English; however, applications may be submitted either in Arabic or English.
* The proposal should not exceed 25 pages (not including the cover page, research abstract, references, appendices, budgets, and researchers’ CVs). Non-compliant applications will not be forwarded to the relevant committees for review.
* All tables, diagrams, figures, plans, and illustrations must be included within the specified pages of the research grant proposal.
* The document should be formatted using Times New Roman (size 12) and double-spaced.

**Applying for Research Grant Conditions**

* In the research grant proposal, it is necessary to take into account the research priorities declared by the Centre, and to address a current issue in the field, i.e., one which has direct relevance to individuals with disabilities.
* All fields must be completed in the application form. Incomplete applications will not be forwarded to the relevant review committees.
* An expert and qualified principal investigator (PI) should be assigned. He/she should have a record of achievement in teamwork, research projects, and scientific publications in journals indexed under SCOPUS or International Scientific Indexing (ISI). The PI is not required to be Saudi.
* The PI should fully abide by scientific research ethics and procedures when preparing the grant proposal.
* The PI should acknowledge that the research grant proposal is original and has not been previously submitted to any other body.
* The PI may not apply to the Centre for any other scientific project until the research grant file is closed.
* A proof that the PI works with, or under the supervision of a reference body should be submitted.
* The budget of the research grant should be appropriately allocated, and the areas of expenditures should be precisely described.
* The PI undertakes that the research grant will result in high-quality publications in high-impact journals in the fields of disability, indexed under SCOPUS or ISI.
* The research grant process shall take effect from the date of signature. No parts, extracts, or articles published before will be considered.
* The term of the research grant may be extended subject to the approval of the competent committees at the Centre upon an official request submitted by the PI justifying the extension request, provided that no additional costs will be incurred.

**Disbursement mechanisms:**

The PI should submit a technical and financial progress report to the Centre, on what has been accomplished every three months. The disbursement shall be made in four payments:

* 1st payment, upon signing the contract.
* 2nd payment, after reviewing the second report.
* 3rd payment, after reviewing the fourth "final" report, according to the following schedule:

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| --- | --- | --- | --- | --- | --- |
| One-Year Research Grant | Amount upon signing the contract | First report (3rd month) | Second report (6th month) | Third report (9th month) | Fourth report (12th month) |
| 20% |  | 30% | - | 50% |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Two-Year Research Grant | Amount upon signing the contract | First report (6th month) | Second report (12th month) | Third report (18th month) | Fourth report (24th month) |
| 20% |  | 30% |  | 50% |

Periodic reports shall be reviewed and assessed by specialized committees, and financial dues shall be disbursed based on the results of the review.