

CHUKA



UNIVERSITY

Knowledge is Wealth (*Sapientia divitia est*) Akili ni Mali

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1ST JULY, 2019

TO: ALL CHUKA UNIVERSITY STAFF, MASTERS & Ph.D. STUDENTS

9TH INTERNAL RESEARCH PROPOSALS CALL[©] 2019

Chuka University allocated funds in its **2019/2020** budget to support research projects of all its staff and postgraduate students (M.Sc. & Ph.D.). This **9th CALL** invites preparation and submission of fundable, multi-disciplinary, high quality research proposals. Each Financial Year, the research proposals should be submitted **any time they are ready** by the PI through the PI's Dean of Faculty in case of academic staff, and Head of Section in case of administrative/technical staff. Postgraduate students registered in Chuka University must have completed coursework successfully. Their research proposals should be submitted with a covering letter through their Supervisor and Director, Board of Postgraduate Studies. In all cases, 2 spiral bound proposals should be submitted to the Board of Research, Extension & Publications any time they are ready but before the deadline. Staff proposals shall be reviewed by 2 to 3 peers, specialising in the area of the research work. Successful proposals shall be competitively selected and the PI's notified by: **Round 1) 30th October, 2019**, and **Round 2) 30th April, 2020**. Project implementation should start immediately to be completed within two years from the date of grant award.

Each proposal should have the following parts and adhere to the following guidelines: Cover letter; Title, Author(s) contacts; Abstract; Table of contents; Acronyms/Symbols/Abbreviations; Introduction (Background information, Statement of the problem, Main Objectives, Specific Objectives, Hypotheses or Research questions, Significance of the study or Research Justification, Scope, Limitations up to Assumptions (are Optional), and Expected outputs); Brief literature review; Theoretical/Conceptual framework (Optional); Methodology; Data collection and analysis; Work Plan; Budget; References; and Appendices (Optional). **Ceiling budget for staff multi-disciplinary innovative proposal is 1,000,000/=, staff basic/applied proposal is 500,000/=, student PhD. proposal is 200,000/=, and student Master's proposal is 100,000/=.** When applying, state the category of application in the covering letter. Researchers are urged to apply for research grants available from other donors.

While formatting adhere to: UK English version of spelling, **1.5-spacing**, 2.5 cm margins, left and right hand side justification, Tabbed-in paragraphs, font size 12, Times New Roman font type, Printing back to back on each paper; System International Units, and 20-30 pages length. References should be placed in the text as follows: One author: (Matano, 2006). Two authors: (Turop and Onjiko, 2005). More than two authors: (Ouma et al., 2004). More than one reference: (Mwaniki, 2006; Tanui and Njue, 2005; Omari et al., 2004).

References should be arranged in alphabetical order at the end of each proposal using the following format:

-For books: Author(s). Year. Title of book. Publisher. Place. E.g. Marriot, N. (1999). Principles of Food Sanitation. Aspen Publishers Inc. Gaithersburg, USA. 600 pp.

-For a paper in a book: Author(s). Year. Title of paper. *In*: Names of editor(s) starting with initials (ed.) or (eds.). Title of book. Publisher. Place. Pp. E.g. Babich, H. and Stotzky, G. (1983). Metal ions in the aquatic environment. *In*: J.O. Nriagu (Ed.). Aquatic Toxicity. Wiley Interscience, New York, USA, pp. 1-46.

-For periodicals/journals: Author(s). Year. Title of article. Title of periodical/journal. Volume: page numbers. E.g. Reid, D.S., Kotte, K., Kilmartin, P. and Young, M. (2003). A new method for accelerated shelf-life prediction for frozen foods. *J. Sci. Food Agric.* 83:1018-1021.

CODs/HODs are requested to communicate this call to their staff and students.

Signed

Prof. D. K. Isutsa, Ph.D.

DVC (ACADEMIC, RESEARCH & STUDENT AFFAIRS)

cc. All Head Offices, Notice Boards and Chuka University Website