Nigerian Defence Academy

RESEARCH GRANT APPLICATION FORM (TO BE COMPLETED BY RESEARCH TEAMS)

1. **TITLE OF RESEARCH PROPOSAL**

2. **RESEARCH CENTRE AFFLIATION/ CLUSTER**

3. **THEMATIC AREA**

4. **STATEMENT OF RESEARCH PROBLEM** (Provide a clear statement of the problem to be solved by the proposed research in not more than 700 words)

5. **AIMS AND OBJECTIVES** (Should be written accurately, concisely and to the point)

6. **JUSTIFICATION** (Indicate the significance / benefits of the research)

```


```

7. **SCOPE** (Maximum of 300 words)

```


```

8. **LITERATURE REVIEW** (Short description of the state of knowledge in the field illustrating the context of the proposal and explaining the originality of the proposed research in not more than 500 words)

```


```

9. **THEORETICAL FRAMEWORK** (Maximum of 300 words)

```


```

10. **RESEARCH METHODOLOGY/ DESIGN** (Give relevant information on sources of data, methods of data collection, methods of data analysis)

```


```

11. **RESEARCH PLAN** (Break the work into stages)

```


```

12. **DURATION** (Indicate start and end dates)

```


```

13.   EXPECTED OUTCOME(S)/ ADDED VALUE

14.   APPLICATION OF RESEARCH RESULTS/ POTENTIAL IMPACT

15.   PLAN FOR DISSEMINATION OF RESULTS

16.   BUDGET (Itemize areas of spending and cost)

17.   BIBLIOGRAPHY/ REFERENCES (Must not exceed one page)

18.   NAMES AND SIGNATURES OF RESEARCH TEAM MEMBERS (Principal Investigator must be a staff of the Academy. Other members should indicate institutional affiliation if not staff of NDA).

**Nigerian Defence Academy
Research and Development Committee**

GUIDELINES FOR INTERNAL RESEARCH GRANT APPLICATION, 2017

The Nigerian Defence Academy internal research grant for 2017 has been approved by the Commandant. The following notes provide the broad guidelines for submission of proposals from research teams:

1.   **RESEARCH THEMES**

Broad Theme: *NDA and Defence Needs of Nigeria: A Futuristic Perspective*

Sub-themes include but not limited to the following (applicants are at liberty to come up with other sub-themes)

a.   *Science and technology for military and non-military applications;*
b.   *Information and communication technology (ICT);*
c.   *Defence, security and strategic studies;*
e.   *Energy and Environmental sustainability;*
d.   *Military/ Defence psychology, Wellbeing of service personnel and civilian population.*

2.   **ELIGIBILITY**

i.   Project bids shall be based on submission of a viable proposal using the approved template.

ii.   Proposals are to be submitted by research teams, not individuals.

iii.   Research teams (and individual members) shall not submit more than one bid.

iv. Membership of research teams can comprise both staff and associates of the academy. However, the principal Investigator (PI) must be a staff of the Academy.

v. Principal Investigators with on-going NDA sponsored of facilitated project(s) are not eligible.

vi. Proposals must conform to the Academy ethical standard.

vii. Proposals must demonstrate evidence of mentoring between senior and subaltern academics.

viii. Proposals must provide evidence of value addition in terms of classroom teaching and learning.

ix. Proposals must show evidence of cadet inclusivity as participants or objects of the proposed research

x. Budget estimates should not exceed one million naira only (N1,000,000).

3. **PROPOSAL FORMAT**

Proposal should be typed in Microsoft Word readable document and should be double-spaced, set in 12 point Times New Roman font, and have 1-inch margins top and bottom and 1.5-inch margins left and right.

Proposals submitted for consideration must contain the following elements:

a. Project Title
b. Particulars of Applicants
c. Introduction
d. Statement of the Research Problem
e. Research Questions/Hypotheses
f. Aims and Objectives
g. Justification/Rationale of the Project
h. Scope of Limitations
i. Literature Review (brief, if applicable)
j. Theoretical Framework (if any)
k. Methodology/ Design
l. Possible Outcome(s)/potential impact

m. Research Plan (Break down into stages)

n. Budget

o. Bibliography

4. **TIME FRAME**

Project should ordinarily not exceed one year (365 days) from the date of disbursement. In exceptional cases, research teams may request for extension providing solid evidence of mitigating circumstance. If project is part of a larger planned project, deliverables need to be demonstrable within the time period.

5. **BUDGET**

Budget estimates must conform to the following:

a. Observance of accounting standards

b. Should be concise and realistic

c. Should be divided into specific sub-heads, each with specific amount.

d. Research fund shall not be used for personal expenses.

e. Budget estimate should not exceed the maximum threshold.

6. **PROJECT OUTPUT**

Funded project must demonstrate the following:

a. Value for money

b. Potential impacts, creativity and novelty

c. Exit strategy, i.e. addressing the "so what" question (how to sustain the gains of the research)

d. Evidence of mentoring

e. Seminar presentation at faculty and Academy levels

f. Plan for publication in high impact platform as outlets (with responsible impact factor).

g. Evidence of intellectual property which should be forwarded to IPTTO for consideration and processing if applicable.

7. **CONDITIONS**

   i. The PI should be a staff of the Academy.

   ii. Project should not exceed one year (365 days).

   iii. Funded project must contribute to teaching and learning in the Academy and beyond.

   iv. Successful proposals must demonstrate cadet inclusivity (it is expected that cadets' involvement, however defined, should approximate at least 40% of human resource capacity deployed in the project).

8. **SUBMISSION OF PROPOSALS**

   Proposals should be submitted to the Chairman of the Research and Development Committee through the Head, Research Monitoring and Coordination Office (RMCO), Ribadu Campus NDA Old site before any proposal submission deadline.

9. **DEADLINES FOR PROPOSAL SUBMISSION**

   It is important that each staff member abides by the deadline for submission of proposals. Applications received after the deadlines will not be processed.

   - **Call for proposals opens on: 28 February, 2017**

   - **Closing date for acceptance of proposals: 28 Aril, 2017**

10. **EVALUATION CRITERIA AND THE PROCESS**

In general, the criteria used by the internal reviewers to evaluate the proposals may include, but not limited to, the following:

a) Background

Does the proposal clearly describe the relationship of the proposed work to existing knowledge in the field?

b) Objectives

Is there a clear statement of goals and objectives of the project?

c) Methodology

Is there a clear description of how the applicant will do the project? Is the methodology /approach appropriate to the project? Is there a clear description of how the results of the work will be reported and presented?

d) Budget

Are the budget items justified and explained? Does the budget demonstrate value for money?

e) Outcomes

- Are there prospects for disseminating the research outcomes (Conferences, Published papers, Performance, Patents, etc)?

- Does the proposal shows excellent writing skills?

- Does the project demonstrate relevant contextual sensitivity to the broad research theme?

- Does the project show evidence of cadet inclusivity/ mentoring of junior academics?