**ISLAMIC TOURISM CENTRE**
MINISTRY OF TOURISM AND CULTURE, MALAYSIA

# APPLICATION FORM
# ISLAMIC TOURISM RESEARCH GRANT
# (ITRG)

## 1. APPLICANT'S PERSONAL DETAILS *(*tick where applicable)*

| | | | | | | |
|---|---|---|---|---|---|---|
| **Title** | | | | | | |
| **Name** *(as stated in MyKad/Passport)* | | | | | | |
| **Gender*** | Male | | Female | | **Date of birth** (DD/MM/YY) | | **Nationality** | |
| **Name for publication use** | | | | | | |
| **University/Organisation** | | | | | | |
| **Course/Faculty/Department** | | | | | | |

*Notes: For group application, only one (1) name is required as the main applicant. Names of other members can be provided / listed separately or in the proposal paper.*

## 2. CONTACT INFORMATION

### 2.1 APPLICANT'S CONTACT DETAILS:

| | |
|---|---|
| **Primary e-mail address** | |
| **Alternative e-mail address** | |
| **Mobile number** | |
| **Alternative telephone** | |
| **Primary postal address** | |

### 2.2 SUPERVISOR'S AND UNIVERSITY DETAILS *(if applicant is a student)*:

| | |
|---|---|
| **Title and Full Name** | |
| **Designation** | |
| **Department/ Faculty** | |
| **Primary e-mail address** | |
| **Your e-mail address at this Institution if different from the e-mail given earlier** | |
| **Web address of Institution** | |
| **Further remarks** | |

## 4. EDUCATION

### 4.1 LIST OF ACADEMIC QUALIFICATIONS *(start with the most recent qualification)*

**Recent qualification / degree:**

| Start MM/YYYY | Finish MM/YYYY | Name and country of educational establishments | Indicate degree obtained, subject studied, any Fellowships received and name of supervisor for each entry | |
|---|---|---|---|---|
| | | | Degree | |
| | | | Major | |
| | | | Fellowship or study grant *(if any)* | |
| | | | Supervisor | |

**Previous qualification / degree:**

| | | | | |
|---|---|---|---|---|
| | | | Degree | |
| | | | Major | |
| | | | Fellowship or study grant *(if any)* | |
| | | | Supervisor | |

**Previous qualification / degree:**

| | | | | |
|---|---|---|---|---|
| | | | Degree | |
| | | | Major | |
| | | | Fellowship or study grant *(if any)* | |
| | | | Supervisor | |

### 4.2 OTHER STUDIES AND TRAINING COURSES *(Five (5) most relevant)*

| Year (YYYY) | Duration (in weeks) | Venue | Topic |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

## 5.  PAST RESEARCH

### 5.1  COMPLETED RESEARCH IN THE LAST FIVE (5) YEARS. *(Five (5) most relevant)*

| Title of Research | Duration | Start (DD/MM/YY) | End (DD/MM/YY) |
|---|---|---|---|
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## 6.  CAREER

### 6.1  Working Experience *(Max three (3) most recent)*

| Company | Designation | Main Tasks | From (DD/MM/YY) | To (DD/MM/YY) |
|---|---|---|---|---|
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## 7. RESEARCH INFORMATION

### 7.1 RESEARCH PROJECT

| | |
|---|---|
| **Research Area** | 4 |
| **Title of Proposed Research** | |

**RESEARCH OBJECTIVES**

**HYPOTHESES / RESEARCH QUESTIONS**

**ABSTRACT OF RESEARCH PROPOSAL**
*(Maximum 150 words)*

## RESEARCH DESIGN

*Describe your project design, making reference to the literature from which you take your methodologies for experimental design, sample collection and data analysis, or for qualitative research and case-study approaches*

## RESEARCH PLAN

*Describe the general structure and organisation of research approach, including the following: specific details of groups, categories, individuals, or compounds to be studied, description of the study site(s), experimental details and/or sampling design and methodologies used for data analysis and interpretation*

| | | |
|---|---|---|
| **Estimated budget of research** | MYR | |

| **3 – 5 keywords of project** | | | |
|---|---|---|---|
| | | | |
| | | | |

| **Duration of research** *(In weeks)* | | **From** *(dd/mm/yy)* | | **To** *(dd/mm/yy)* | |
|---|---|---|---|---|---|

| | **CHRONOLOGICAL PLAN**<br>*List each significant project activity and indicate when it will take place and how long it will last* |
|---|---|
| **MONTH** | |
| **1** | 7 |
| **2** | |
| **3** | |
| **4** | |
| **5** | |
| **6** | |
| **7** | |

## 8. FUNDINGS

### 8.1 OTHER SOURCES OF FUNDS OBTAINED OR APPLIED FOR THE RESEARCH

| Donor | Time Frame | Amount |
|---|---|---|
| | | |
| | | |
| | | |

### 8.2 IF YOU HAVE CO-FUNDING FOR YOUR RESEARCH, EXPLAIN WHY ITRG IS NEEDED / HOW ITRG CAN COMPLEMENT YOUR RESEARCH

## 9. ESTIMATED BUDGET in MYR

*(List the estimated costs and explain the necessity. Refer to TOR/FAQ for guidance on allowable expenses.)*

### 9.1 LITERATURE, DOCUMENTATION, INFORMATION

| | |
|---|---|
| | |
| | |
| | |
| | |
| Sub-total: | |

### 9.2 LOCAL TRAVEL COSTS

| | |
|---|---|
| | |
| | |
| | |
| | |
| Sub-total: | |

### 9.3 COSTS FOR SERVICES RELATED TO FIELD WORK, SURVEYS, ETC.

| | |
|---|---|
| | |
| | |
| | |
| | |
| | |
| Sub-total: | |
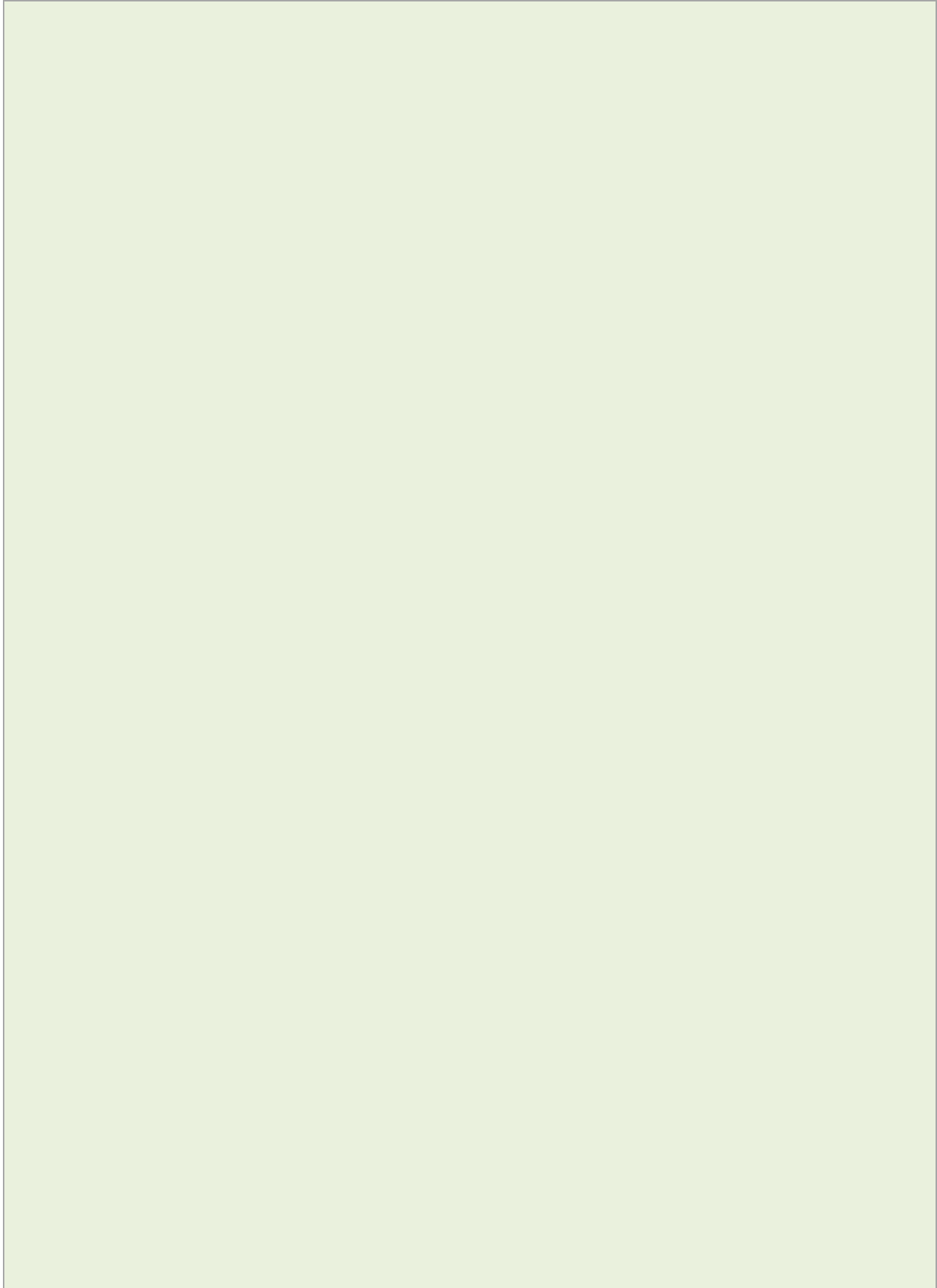
### 9.4 OTHER COSTS *(provide details)*

| | |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| Sub-total: | |

| TOTAL PROJECT BUDGET (MYR) | |
|---|---|

### 9.5 DESCRIPTION OF ITEMS UNDER REQUESTED FUNDING.

*Describe function, cost and defend their use in the research project. Provide location, distance, number of visits and people travelling, duration and cost of stay, transport cost, living expenses, detailed costs for extra labour and other services.*

## 10.  SIGNATURES

*Print* **page** 1 and this page. *Send* a scanned version of signed page **together** with the completed application form to ITC at rt@itc.gov.my. Please keep the physical version of the application form, to be sent to ITC**, *upon request.***

### 10.1  APPLICANT'S SIGNATURE

| Name: | | Date | |
|---|---|---|---|
| Signature: | | | |

Institution's official stamp:

### 10.2  ENDORSEMENT BY SUPERVISING LECTURER OR HEAD OF FACULTY *(For STUDENT APPLICANT ONLY)*

**I, hereby declare:**
- that the above named Applicant is attached to / a student at this institution
- that the institution supports this Application and will make it available to the Applicant for the duration of the project if he/ she receives the ITRG
- that I have read this Application in its entirety

| Signature of Supervisor / Head of Faculty | | Date | |
|---|---|---|---|
| Name, title and official position | | | |

## 11.  PREVIOUS CONTACT WITH ITC  *(check box where applicable)*

| | **I have previously contacted ITC for other matters.** *(Give details)* |
|---|---|
| | |
| | **I have attended ITC workshops / seminars / conferences.**  *(Name of event, year, country, etc.)* |
| | |
| | **No previous contact with ITC.** |
| **If so, how did you learn about ITC?** | |

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**HOW TO SEND YOUR APPLICATION TO ITC**

1. Save your completed application form.

2. Scan and save pages 1 and 10 (signed).

3. Send the completed application form **on or before 2 DECEMBER 2019**, via email to itrg@itc.gov.my **with title: ITRG APPLICATION 2020.** The hardcopy (if requested) can be mailed to the address below:

**Research & Training Division**
Islamic Tourism Centre**,**
(Ministry of Tourism, Arts and Culture)
Level 13, No. 2 Tower 1,
Jalan P5/6, Presint 5,
**62200 PUTRAJAYA**

More information is available on the ITC website at:  www.itc.gov.my