



Official Use Only

Research Grant No.

Research Project No.

Assumption University Research/Creative Grant Submission Form

Research Title			
Project Duration			
Researcher(s) Name	1.	(Principle Researcher)	I.D.
	2.	(Co-Researcher)	I.D.
	3.	(Co-Researcher)	I.D.
Faculty /Department	Dept.		
Email / Tel.	Tel.		

Budget Disbursement Process:

Total Amount Granted Baht

☐ **First Disbursement: 30%** will be paid after the Research Grant Contract has been approved by the President. Researcher must submit a project budget form together with a copy of the research contract to the Office of Financial Management (OFM).

☐ **Second Disbursement: 40%** will be paid after submitting the Progress Report to IRAS. (The Progress Report can be submitted in a soft file via email to pornpopsng@au.edu or winscale@hotmail.com.)

☐ **Third Disbursement: 30%** will be paid after submitting the Final Report to IRAS.

Budget Disbursement Approval:

First Disbursement (30%)	Second Disbursement (40%)	Third Disbursement (30%)
<input type="checkbox"/> Research Proposal Approved by the President Date..... Signature..... (.....) Principle Researcher ____/____/____	<input type="checkbox"/> Progress Report Approval Date..... Signature..... (.....) Principle Researcher ____/____/____ Signature..... (Rev. Bro. Dr. Verayuth Boonpram) Chairman, AU Research Support Committee ____/____/____	<input type="checkbox"/> Final Report Approval Date..... Signature..... (.....) Principle Researcher ____/____/____ Signature..... (Rev. Bro. Dr. Verayuth Boonpram) Chairman, AU Research Support Committee ____/____/____
Researcher must remit and clear all receipts at Financial Dept.		
Process Flow <small>(Official Use Only)</small>	OHRM ➡ OFM	IRAS ➡ OFM

- Researcher must contact OFM and brings these document with you.**
1. Project Budget Form (Please contact your Dept. for a Project Budget Form.)
 2. A copy of Research Grant Contract
 3. Project Proposal