



# SINGAPORE CHILDREN'S SOCIETY RESEARCH GRANT

## FREQUENTLY ASKED QUESTIONS

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### BEFORE APPLICATION

**Q1: What kind of research topic is eligible for the grant?**

A1: Eligible research topics should examine an issue pertaining to local children, youths or families. Each application is assessed based on its merit. A list of research topics by past grant recipients can be found at:

<https://www.childrensociety.org.sg/research-grants-recipients>

**Q2: I am conducting a research study as a group. Can I apply?**

A2: Yes, only one representative from the group need apply for the grant. If you are applying as a group, please include the names of all group members in the application form.

**Q3: I am conducting a research study that is not part of a university course. Can I apply?**

A3: Yes.

**Q4: I am studying in a foreign university. Can I apply?**

A4: Yes, you can apply for the grant as long as your research involves a Singapore sample of children, youths, or families.

**Q5: Is there a deadline to apply for the grant?**

A5: Yes, applications for the grant are open in three windows, first of January to the last day of February; first of May to the last day of June, and first of September to the last day of October. In addition, Singapore Children's Society does not award grants to research projects that have been completed at the time of application.

Applicant is expected to obtain approval for research grant prior to commencement of research. However, considerations will be given on a case-by-case basis should research have to be started before receiving an outcome for your application.

### DURING APPLICATION

**Q6: When will I be notified of the outcome of my application?**

A6: You will be notified of the outcome of your application by email within 2 months of the application's closing date. Note that processing time could take longer when we experience an overwhelming number of applications.

If your application is successful, you will be issued a cheque within 1 month after your application outcome.

**Q7: Is there any limit on the amount that an applicant can receive?**

A7: For post-secondary and tertiary students, each study can receive up to SGD\$1,000. Applicants pursuing higher degrees (e.g. Masters, PhD, etc) may be considered for a higher quantum.

**Q8a. I have been awarded a grant for my research from another organisation(s). Can I apply?**

A8a. Yes, you may apply as long as your application is for expenses that are not covered by the grant(s) from another organisation(s). Declare your sources of funding and the expenses covered in the application form.

**Q8b. I have been awarded a grant by the Society to cover part of my research expenses. Can I apply for a separate grant from another organisation?**

A8b. Yes, you may apply for grants from other organisations.

**Q9: What kind of items can I include in the budget proposal as required in the application?**

A9: The Research Grant supports expenses directly related to the conduct of the research and the preparation of any required thesis, dissertation or report. It may include such things as transport allowances for field research and the cost of materials, including but not limited to the duplication of survey questionnaires, the purchase of tests or other research materials. It may also be used to defray minor disbursements to individual participants in the research.

Items that have been purchased at the time of grant application would be considered on a case-by-case basis, only if you are able to present documentation of the costs (e.g. receipts, invoices).

The Research Grant does not cover tuition fees, meals, the hiring of research assistants or other manpower, or the purchase of computers. It cannot be used to pay a per diem to you, and it cannot be used to pay expenses that, but for the grant, would have been met by your institution.

## **AFTER YOUR APPLICATION IS APPROVED**

**Q10: Can I request for additional funds if my application has been approved?**

A10: The Research Grant is a one-time award. However, requests for additional funding may be considered for projects that are subsequently extended in depth or scope as merited by the circumstances.

**Q11: Can I ask someone to collect the cheque on my behalf?**

A11: Yes, but only with an authorisation letter/email from you and his/her proof of identity for verification purposes at the time of collection.

**Q12: Is there a bond for Singapore Children's Society Research Grant?**

A12: No.

**Q13: Do I need to submit any proof of expenditure (i.e. receipts)?**

A13: Recipients will be required to submit a record of expenditure, together with original and photocopied receipts for all items. The Singapore Children's Society reserves the right to gain eventual ownership of any materials or apparatus purchased for the research.

**Q14: Do I have to return any unspent portion of the grant awarded to me?**

A14: Yes, in the event that you have spent less than the sum awarded to you for the study, you will be required to return the unspent portion of the grant to the Singapore Children's Society.

**Q14: Are there obligations that grant recipients must fulfil?**

A14: Grant recipients should acknowledge in their dissertations that the study was supported by the Singapore Children's Society, and notify the Society if the research has been subsequently presented or published elsewhere.

Upon completion of the project, the grant recipient must submit one soft-bound copy and one softcopy of the dissertation, submit a 200 – 500 word summary of key findings, and present their research findings to the Society.