



HIGHER EDUCATION COMMISSION

H-9, Islamabad (Pakistan)

Pakistan Program For Collaborative Research (PPCR)

RESEARCH GRANT APPLICATION Foreign Experts Visit to Pakistan

1 Information about Focal Host Person and Foreign Expert:

<u>Focal Host Person's Information</u>			
Name:			
Designation:			
Name of Institution of Higher Learning:			
Work Address:			
Telephone No:	Fax No:	Email:	Home page
<u>Foreign Expert's Information</u>			
Name:			
Designation:			
Name of Institution of Higher Learning:			
Work Address:			
Telephone No.	Fax No.	Email:	Home page

2 Proposed Activity

2.1	Project title	
	Field of Investigation	
2.2	Abstract: Describe briefly the objectives of the proposed activity and the intended deliverables. Not to exceed 250 words in length.	
2.3	Duration of Activity	Total funds requested



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5.3 Description of how the objectives of the proposed activity are to be achieved.

5.4 **Expected deliverables in quantifiable terms.** Indicate if this activity will lead to the development of proposal for funding. If so, indicate who the proposal will be submitted to and what preliminary work has been done in this regards.

6 ACITIVITY SCHEDULE WITH TIME FRAME

Implementation Schedule indicating milestones to be achieved with time frame

7 BUDGET

7.1 A. Travel

Subtotal	



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7.2	B. Local Hospitality (up to Rs.2,500/-)	
	Subtotal	
7.3	TOTAL (A & B) Rs.	
7.4	Justification for Budget	

Guidelines to complete the Application Form:

- Rector/ Dean/ Faculty member (As a Focal Host Person) of Public Sector Universities/ Degree Awarding Institutions can initiate the proposal on prescribed application form through their University/Institute.
- Application should be signed by the Focal Host Person and duly recommended by the head of University / Institute.
- An invitation letter by the Head of Public Sector Universities/ Degree Awarding Institutions to the Foreign Expert and the acceptance/ consent letter from the Foreign Expert must be attached with the application.
- Detail Resume of Focal Host Person and Foreign Expert.
- The duration of visit of Foreign Expert should be minimum of two weeks and maximum of twelve weeks.
- Foreign expert can be provided following:
 - Economy class international return air ticket up to Rs.1,25,000/-
 - Rs. 2,500/- per day as local hospitality.
- Applications should be reached in HEC at least three months before the commencement of the proposal.
- Soft copy of the application will be send via email to undersigned.

Important Note:

- The host institution must provide appropriate office space with all essential office equipment, stationery, secretarial support and local hospitality before the joining of the visiting foreign expert.
- A comprehensive project completion report along with fund utilization report, duly vetted by the university's/Institute's Audit department, should be submitted to the HEC with in 15 days of completion of the project.

For Further Details Please Contact

Farida Anjum

Deputy Director (R&D)

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