



SEAMEO SEPS RESEARCH GRANTS 2024 APPLICATION FORM

1. Proponent Information

Please complete this section with the key details. For group submissions, the lead researcher serves as primary point of contact.

Title (Mr, Ms, Dr, Prof)						
First Name		Last Name				
Gender		Age				
Nationality		Country of Residence				
Organisation		Position				
Complete Address						
Email Address		Mobile Number				
Research Group Members:						
Title	First Name	Last Name	Gender	Age	Nationality	Role in Research

2. Research Proposal Summary

Please summarise your research idea in this section.

Research Title				
Research Area (Tick all that apply)	☐	Sufficiency Economy Philosophy (SEP) for Sustainability	☐	SEP-related Values and Frameworks
	☐	SEP and the SDGs	☐	Intercultural Understanding
	☐	Other SEP-related Issues (Please specify)	☐	Sustainable Living
Abstract	In approximately half a page (250 words or less), provide a concise summary of your research proposal. Include the following • Main topic or issue your research will address • Key objectives of your study • Methods you will use • Expected outcomes or impact of your research			
Relevance and Impact of the Study	In approximately 1 page (around 400 words), explain why your research is important and its impact. • What problem or challenge does your research address, and why is it important? • How does your research align with SEP and sustainability? • What are the expected contributions of your study to knowledge, policy, or communities in Southeast Asia?			
Objectives of the Research	Clearly state the goals of your study in 3-5 bullet points. Consider these questions as you outline your objectives. • What do you aim to discover or achieve through this research? • How will your objectives align with SEP principles or sustainable development goals? • Are your objectives specific, measurable, achievable, realistic, and within the grant period?			
Research Questions	What are the key questions your research will address?			
Research Design	In approximately 1 to 2 pages, detail your research design, data collection and analysis methods, including an illustration of your research framework.			

Timeline Outline key milestones within 6–10 months.	Activity	Start Date	End Date
Collaborative approaches	Explain how you will work within multiple regional contexts or collaborate with other researchers, if applicable.		
Ethical Considerations	Describe the ethical principles and practices you will apply to ensure your research is conducted responsibly and with integrity.		

3. Workplan and Budget Utilisation:

Please provide a detailed breakdown of how you plan to use the grant funding.

No.	Activity	Indicative Schedule	Particulars/Details	Estimated Cost (in USD)
<i>Example</i>	<i>Focus Group Discussion</i>	<i>1 June 2025</i>	<i>Meals for 20 participants</i>	<i>40</i>
1				
2				
3				
4				
5				
6				
			Total	

4. Submission Instructions

Please submit this completed application form, electronic copy of 2x2 inch photo of the applicant or group members, and 3-5-minute video in electronic/digital format through email to research@seameoseps.org no later than **28 February 2025, 1630hrs Bangkok Time (GMT+7)**.

Video Content

- Brief introduction of yourself or your group, including your name, affiliation, and any relevant background or expertise.
- Overview of your research advocacy, community, or sector, what motivates your research focus, and how it aligns with Sufficiency Economy Philosophy (SEP).
- Summary of your research idea, objectives, the problem or challenge you aim to address, and expected outcomes.
- Explanation of how the SEAMEO SEPS Research Grant will support the applicant's research and community goals.

Video Technical Requirements

- Format: MP4, filmed in landscape orientation.
- Resolution: 720p or higher
- File Size: Maximum of 100 MB.
- Submission: Attach the video to the application email or upload it to a cloud platform (eg. Google Drive) and share the link with "viewable" permissions.
- File Name: Include the Research Title and use this format "SEPSGrant2024_ResearchTitle.mp4".
- The video does not need to be professionally edited. A clear and authentic recording is sufficient. Use your video to showcase your passion and commitment to sustainability!

Link to the video	
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5. Declaration

I, the undersigned, hereby declare that

1. Originality and Anti-Plagiarism

- This research proposal is entirely my/our original work and has not been previously completed, published, or submitted for academic, professional, or organisational purposes.
- All sources of information, ideas, and contributions from other works have been properly acknowledged and cited.
- All deliverables and the final research study arising from this proposal will also be original, adhering to ethical and academic standards, with proper citation of external works.
- I/We understand that the submission of AI-generated data and information is strongly opposed and commit to ensuring that any use of AI tools adheres to ethical and academic standards outlined in relevant policies and literature, such as in Thai Journals Online (<https://so03.tci-thaijo.org/index.php/journal-la/index/AiPolicy>; <https://so02.tci-thaijo.org/index.php/hasss/announcement/view/2082>; <https://so17.tci-thaijo.org/index.php/JEL/announcement/view/23>)
- I/We understand that any violation of this commitment, including plagiarism, will result in disqualification from the SEAMEO SEPS Research Grants and may result in further penalties, such as reimbursement of the grant payment and exclusion from future funding opportunities.

2. Absence of Conflict of Interest

- I/We confirm that there are no personal, financial, or professional conflicts of interest that could influence the objectivity or outcomes of this research.
- If any conflict of interest arises during the research, I/we will disclose it immediately to SEAMEO SEPS for resolution.
- I/We understand that failure to disclose such conflicts may result in the termination of the grant and other consequences as determined by SEAMEO SEPS.

3. Data Protection and Privacy Compliance

- I/We will fully comply with the Personal Data Protection Act, B.E. 2562 (2019) of Thailand and all other applicable data privacy and protection laws in my/our respective country.
- I/We commit to:
 - a. Collecting, processing, and storing personal data ethically and securely.
 - b. Obtaining informed consent from all research participants.
 - c. Maintaining confidentiality and protecting personal data from unauthorized access or use.
 - d. Disposing of personal data responsibly and securely at the conclusion of the research.
- I/We understand that any violation of data protection obligations may result in penalties or termination of the grant.

4. Adherence to SEAMEO SEPS Research Grant Guidelines

- I/We have read, understood, and agree to abide by all terms and conditions outlined in the SEAMEO SEPS Research Grants Guidelines.
- I/We will ensure timely submission of progress updates, deliverables, and final reports as required under the grant agreement.
- I/We acknowledge that non-compliance with these terms may result in the withdrawal of grant funding or other consequences as determined by SEAMEO SEPS.

5. Consent for SEAMEO SEPS Use of Research Findings and Personal Data

- By participating in the SEAMEO SEPS Research Grants, I/we acknowledge and grant SEAMEO SEPS the right to use the information, data, and findings arising from my/our research.
- I/We consent to the use of my/our personal information, photographs, and videos by SEAMEO SEPS for the exclusive purpose of disseminating information related to its programmes, projects, and activities.
- I/We understand SEAMEO SEPS ensures that all usage complies with the Personal Data Protection Act, B.E. 2562 (2019) of Thailand, and that no third-party sharing will occur without obtaining my/our prior consent.

By typing my name below and submitting this application via email, I affirm that this declaration is binding and that the information provided in this application is true, accurate, and complete to the best of my knowledge, and shall be considered equivalent to a physical signature.

Full Name of Applicant/ Lead Researcher		Date	
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