**PROPOSAL**

**POST-DOCTORAL PROGRAM 2023**



**CLUSTER**

**………………………………………………………………………………………**

**RESEARCH TITLE**

**………………………………………………………………………………………**

**RESEARCH TEAM COMPOSITION**

|  |  |  |
| --- | --- | --- |
| **NO** | **NAME** | **POSITION IN THE TEAM**  |
| 1 | …………………………………… | Supervisor/Principal Researcher  |
| 2 | ………………………………….... | Post-Doctoral Candidate  |
| 3 | …………………………………… | International Partner  |

|  |  |  |
| --- | --- | --- |
|  |  |  |

 **FACULTY/SCHOOL/STUDY CENTER**

**UNIVERSITAS GADJAH MADA**

**2023**

**APPROVAL SHEET POST-DOCTORAL PROGRAM 2023**

1. Title : ………………………………………………
2. Research Theme/Topic : ………………………………………………
3. Title of Doctoral Research : ………………………………………………
4. Supervisor/Principal Researcher :
5. Full Name (with title) : ………………………………………………
6. NIP/NIDN : ………………………………………………
7. Functional Position/Class : ………………………………………………
8. Faculty/School/Study Center : ………………………………………………
9. Study Program : ………………………………………………
10. Number of doctoral graduates : ………………………………………………
11. Post-Doctoral Candidates
12. Full Name (with title) : ………………………………………………
13. Place and Date of Birth : ………………………………………………
14. Name of University/Institution : ………………………………………………
15. Field of Study/Major : ………………………………………………
16. Mobile Number : ………………………………………………
17. Email address : ………………………………………………
18. Date-Month-Year of Doctoral Graduation : ………………………………………………
19. Date-Month-Year of Completion : ………………………………………………
20. ID Number (NIK) : ………………………………………………
21. Passport (foreigners only) : ………………………………………………
22. International Partner
23. Full Name (with title) : ………………………………………………
24. Position : ………………………………………………
25. Institution : ………………………………………………
26. Field of study : ………………………………………………
27. Email address : ………………………………………………
28. Title of manuscript draft (if available) : ………………………………………………
29. Proposed budget : ………………………………………………
30. Output Target :

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Name of International Journal | Journal Ranking /Indexing Institution | Number of Articles |
| 1 |  |  |  |
| 2 |  |  |  |

Yogyakarta,………… …….2023

Approved,

Dean/Head of Study Center

(……………………………….)

NIP.

Supervisor/Principal Researcher

(……………………………….)

NIP.

**Introduction**

Please explain the Summary/Abstract, Background, Research Problems and Objectives, and Research Roadmap.

**Description of Post-DoctoralResearch**\*)

Name of Supervisor/Principal Researcher : ……………………………………………………………

Faculty/School/Study Center : ……………………………………………………………

Study program : ……………………………………………………………

|  |
| --- |
| **Title**Please write down the research title |
| **Background**Please explain the problem which is the background of the research |
| **Research Objectives**Please write down the research objectives |
| **Novelty**Please describe the position of research in relation to research results published in existing international journals or other publications and mention the novelty of this research. |
| **Research Methodology**Please describe the research methodology to be used |
| **Publication Output**Please write down the name of the targeted journal, the indexing institution and the quartile level of the journal \*\*) |

 \*) maximum 2 pages

\*\*) if there is a draft of manuscript, please attach

**Activity Schedule**

|  |  |  |
| --- | --- | --- |
| **No** | **Activities** | **Month** |
| **1** | **2** | **3** | **4** | etc. |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |
| etc. |  |  |  |  |  |  |

**Program Budget Plan**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Description** | **Percentage** | **Amount (Rupiah)** |
| **(%)** |
| 1 | Consumables Expenditure |  |  |
| 2 | Seminar and Publication |  |  |
| 3 | Travel Expenses |  |  |
| 4 | Other Expenses  |  |  |
|  | **Total** |  |  |

Notes: This program is an output-basedprogram; however, budget details are required for review

**Appendix 1:** Biodata of the Supervisor/Principal Researcher and Post-Doctoral

**Biodata of Supervisor/Principal Researcher**

1. **Identity**

|  |  |  |
| --- | --- | --- |
| 1 | Full Name (with title) |  |
| 2 |  Gender | M/F |
| 3 | Functional Position |  |
| 4 | NIP/NIU/NIDN/NIDK |  |
| 5 | Place and Date of Birth |  |
| 6 | E-mail |  |
| 7 | Telephone/HP |  |
| 8 | Faculty/Study Program |  |

1. **International Journal Publication (Last 3 Years)**

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Title | SJR or MJL WOS | Volume/ |
|  | Number/Year |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| etc. |  |  |  |

1. **Number of Graduates in the Last 3 Years**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Year** | **Number of Graduates** | **Field of Study** |
| 1 |  |  |  |
| 2 |  |  |  |
| etc. |  |  |  |

1. **Others (Research Experience, Scientific Meetings, Awards, etc. in the Last 3 Years)**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Year** | **Time and Place** | **Description** |
| 1 |  |  |  |
| 2 |  |  |  |
| etc. |  |  |  |

All data that I have filled in and listed in this biodata are true and can be accounted to fulfill one of the requirements of the Post-Doctoral Program submission.

Yogyakarta, Date – Month - Year

Supervisor/Principal Researcher,

(Full Name)

**Biodata of Post-Doctoral Candidate**

1. **Personal Identity**
2. Full Name (with title) : ……………………………………………….
3. Gender : M/F
4. Place and Date of Birth : ……………………………………………….
5. E-mail : ……………………………………………….
6. Address : ……………………………………………….
7. ID Number (NIK) /Passport (for foreigners): ……………………………………………….
8. **Doctoral Study**
9. Field of Study : ……………………………………………….
10. Faculty : ……………………………………………….
11. University : ……………………………………………….
12. Name of Promotor : ……………………………………………….
13. Name of Co-Promotor : ……………………………………………….
14. Date-Month-Year of Doctoral Graduation : ………………………………………………
15. Date-Month-Year of Completion : ………………………………………………
16. **For Lecturer Post-Doctoral Candidate**
17. NIP/NIU : ……………………………………………….
18. NIDN : ……………………………………………….
19. University/Faculty/Study Program : ……………………………………………….
20. **For Non-Lecturer Post-Doctoral Candidate**
21. Occupation : ……………………………………………….
22. Institution : ……………………………………………….
23. Address : ……………………………………………….
24. **Scientific Publication (Last 5 years)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Year** | **Volume/ Number** | **Title** | **Journal Name, Proceedings,****Book Chapters, etc. (SJR/MJL/WOS)** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| etc |  |  |  |  |

1. **Others (Research experience, scientific meetings, awards, internships, etc.)**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Year** | **Activity Description**  | **Organizer/Place** |
| 1 |  |  |  |
| 2 |  |  |  |
| etc |  |  |  |

All data that I have filled in and listed in this biodata are true and can be accounted to fulfill one of the requirements of the Post-Doctoral Program submission*.*

…………., ………………2023

Post-Doctoral Candidate

(Full Name)

**Appendix 2:** Statement Letter of Supervisor/Principal Researcher

**STATEMENT LETTER OF SUPERVISOR FOR POST-DOCTORAL PROGRAM**

The undersigned,

Name : …………………………………………………………

NIDN : …………………………………………………………

Rank/Class : …………………………………………………………

Functional Position : …………………………………………………………

I hereby solemnly declare that this article released from the Post-DoctoralProgram is not or has not been claimed for the output of other funding schemes.

If in the future it turns out that there is a discrepancy with this statement, then I am willing to be prosecuted and processed in accordance with applicable regulations and return all research fees that have been received to the Universitas Gadjah Mada treasury.

This statement is made faithfully and truthfully.

Yogyakarta, Date – Month – Year

Stamp

**10,000**

( )

NIP.

**Appendix 3.** Letter for proposing a Post-Doctoral Candidate

Dear Rector of the Universitas Gadjah Mada

Up. Vice Rector for Research, Business Development, and Partnerships

in Yogyakarta

In regards with the call for proposal for the Post-Doctoral Program from the Directorate of Research Universitas Gadjah Mada, the undersigned:

Name : ………………………………………………………………

NIP/NIDN : ………………………………………………………………

Faculty/School/Center for Study : ………………………………………………………………

Study Program : ………………………………………………………………

Intends to propose a Post-Doctoral candidate as follows\*):

Name : ………………………………………………………………

University : ………………………………………………………………

Faculty/Study Program : ………………………………………………………………

Field of Science : ………………………………………………………………

This proposal letter for Post-Doctoral is made in truth as a completion for the 2023 Post-Doctoral Program proposal submission requirement.

|  |  |
| --- | --- |
| Approved, | Yogyakarta, Date – Month - Year |
| Dean of the Faculty/School | Supervisor/Principal Researcher |
|  |  |
|  |  |
|  |  |
| (…………………………) | (…………………………) |
| NIP. | NIP. |

\*) Based on biodata of post-Doctoral candidate

**Appendix 4**. Letter of Commitment from International Partner

**LETTER OF COMMITMENT**

POST-DOCTORAL PROGRAM

I, the undersigned,

Full name (with title) : ………………………………………………………………

Position : ………………………………………………………………

Institution/ : ………………………………………………………………

Address : ………………………………………………………………

To declare that I have the commitment, ability, and capability to provide full support and work together as partner with the topics:

**“**…………………………………………………………………………………………………………**”**

Matters regarding roles/contributions and responsibilities in this cooperation will be discussed in detail in a separate agreement and based on the agreement of both parties and in accordance with the guidelines of this Post-Doctoral Program.

…………., ………………2023

Signature

Full Name (with title)

**Structure for Post-Doctoral Program Proposal**

1. **General Provisions**
	1. **Format for Writing**

Post-Doctoral Program proposal is written using Times New Roman font size 12 with 1.5 spacing, except for summary 1 (one) space, and paper size A4 and layout marginsare the left border of 4 cm, the right limit of 3 cm, the upper limit of 3 cm and the lower limit of 3 cm.

* 1. **Submission of Softcopy Proposals**

The submissionof softcopy proposal is carried out with the following steps:

1. The supervisor/principal researcher uploads the proposal using the supervisor's account;
2. The supervisor/principal researcher uploads the proposal at <https://simaster.ugm.ac.id> no later than February 20, 2023 at 23:59 WIB.
	1. **Proposal Approval Sheet**
3. Official who approves: Dean of the Faculty or School/Head of Study Center

If the Chief Researcher/Supervisor is the highest leader of the Faculty/School/Study Center, the validation sheet can be ratified by the Deputy Dean/Secretary of the Study Center/Vice Rector for Research, Business Development, and Partnerships.

1. Date of approval of the proposal is February 1 - 20, 2023.
2. **PROPOSAL STRUCTURE**
3. Title
4. Approval sheet
5. Introduction

Contains Summary/Abstract, Background, Research Problems and Objectives, and Research roadmap.

1. Description of Post-Doctoral research
2. Schedule of Research Activities
3. Budget Expenditure Plan
4. Biodata of Principal Researcher and Post-Doctoral Candidate (Appendix 1)
5. Statement Letter of Supervisor/Principal Researcher (Appendix 2)
6. Letter for Proposing a Post-Doctoral Candidate (Appendix 3)
7. Letter of Commitment from International Partner (Appendix 4)
8. Bibliography
9. Appendix

Relevant documents according to the provisions in the guidelines which include:

|  |  |
| --- | --- |
| Appendix 5. | Letter of recommendation from the University/Institution where the Post-Doctoral Candidate works (free format); |
| Appendix 6. | Letter of recommendation from prospective academic supervisor/mentor (free format). |