

Rules for Funding under the UIU–EWU MoU

The following Rules govern the application and funding procedure under the Memorandum of Understanding (MoU) between East West University (EWU) and United International University (UIU). The Rules are jointly administered by the East West University Center for Research and Training (EWUCRT) and the Institute for Advanced Research, United International University (IAR-UIU).

Application Procedure:

The following provisions outline the procedures for applying for research funding under the MoU:

1. The Principal Investigator (PI) for any research project submitted under this MoU shall be affiliated with East West University (EWU).
2. Applicants seeking funding under the MoU shall submit two (02) separate applications: one to EWUCRT, following the Center's prescribed formats and requirements, and the other to IAR-UIU.
3. No seminar shall be held at EWUCRT for research projects submitted under this MoU. EWUCRT shall be responsible for the review process only.

Funding Procedure:

The following provisions outline the procedures governing the management and utilization of research funding under the MoU:

1. The PI will designate a Co-PI from UIU as the project coordinator. The project coordinator will bear the full responsibility of UIU portion of the project expenses and other project related approvals. As UIU does not permit the transfer of funds between institutions, investigators shall submit an expenditure plan reflecting a 50:50 sharing of the project budget between EWU and UIU. For example, if UIU provides funding for a Research Assistant (RA) for six months, EWU shall provide funding for the RA for the remaining six months.
2. Each institution (EWU and UIU) shall be responsible for the procurement of hardware in accordance with its own procurement rules, indicating its respective share of the purchase. Where the Principal Investigator (PI) seeks funding from the partner institution for the procurement of hardware, the PI shall submit the necessary application to that institution in accordance with its applicable procedures.

The cost of hardware shall ordinarily be shared equally between EWU and UIU (50:50). Upon completion of the respective procurement procedures of both institutions, each university shall bear and disburse its approved share of the expenditure in accordance with its own procurement rules. In the case of UIU, and subject to the approval of the Project Coordinator, the approved amount shall be disbursed directly to the PI by cheque.

Where procurement under UIU requires an open tender or quotation process, the PI shall consult with the Purchase Committee of UIU regarding the applicable procurement procedure and proceed accordingly.

If an equal cost-sharing arrangement is not practicable, the PI may, subject to the approval and procedures of the concerned institution, seek funding for the full cost of the hardware from either EWU or UIU. In such cases, the procured hardware shall remain accessible to researchers from both institutions in accordance with the provisions of this MoU.

3. In the case of hardware, the PI and Co-PI shall determine where the hardware will be housed during and after the project period and shall propose a maintenance plan for the post-project period. Both EWU and UIU must agree to the proposed plan. It must also be agreed that the hardware may be used by both institutions during the post-project period upon submission of a formal request to the body responsible for the maintenance of the hardware.
4. In the case of Article Processing Charges (APCs), the investigator shall seek 50% of the cost from their respective university, either as an advance or as an adjustment, with the remaining 50% to be borne by the partner university. Each university shall follow its own procedures. However, if the investigator so wishes, they may apply for the entire APC amount from a single institution, in accordance with that institution's applicable policies and procedures.
5. The PI and the Coordinator shall apply to EWU and UIU for ethical clearance of the project. However, UIU will waive the ethical clearance requirement from its side if the ethical clearance of EWU has already been obtained.