

**Criterion for budgeting the expense of research project from research fund of
Faculty of Liberal Arts, Thammasat University**

1. Wage for temporary employment, in accordance with the specified rate by the government and the university

- *Wage for research assistant*, pertaining to the employee's level of education

Vocational education	9,400	baht/month
High vocational education	11,500	baht/month
Bachelor degree	15,000	baht/month
Master degree	17,500	baht/month
Doctoral degree	21,000	baht/month

- *Worker's wage* will be pertaining to the minimal wage of 300 baht/day

(Overall, wage for temporary employment shouldn't exceed 20 percent of the estimated budget; and thorough consideration should be given to these costs, for the appropriateness and necessity of such project)

2. Compensation

- **Researcher compensation**; researcher compensation can be budgeted for only 1 researcher for a project and not more than 30,000 baht.
- **Result analyst compensation**; at the rate of 5,000 – 30,000 baht, depend on the complexity of the analyzing application. Also, for some project, the researcher should be the one who's responsible for the result analyzing.
- **Research article translator/Editor**; should be set appropriately, base on such particular project.

3. Expenses

- **Traveling in the country to collect data for the research**; the cost of transportation, allowance and lodging place can be budgeted, in accordance with the specified rate for traveling on duty as civil servant of the government and the university.
- **Traveling abroad to collect data for the research**; research is required to present the reason and necessity that he has to travel abroad to collect data for the research; and the faculty's research promotion committee will consider his request, on case by case basis.
- **Costs of documentation and printing** (costs of printing, photocopying, binding); this cost should budgeted appropriately and not more than 5,000 baht/project.
- **Costs of utilities** (Telephone, postal services and etc); this cost should be budgeted appropriately and not more than 3,000 baht/year.

4. Material

- **Chemical material**; researcher must name some of the required chemical materials for the committee's consideration.
- **Supplies and office supplies**; this cost should be budget appropriately and pertaining to the project's necessity.



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Exceptional costs that can't be integrated into the project's budgeting and for research funding

- *Cost of any other durable article that aren't scientific or medical durable article*; or the necessary durable article for the laboratory's operation where the faculty doesn't have suffice amount of such durable article (in any case, must not cover more than 20 percent of the budget)
- *Cost of research result publication*
- *Cost of presenting the research result, neither domestic nor abroad*
- *Any other cost that isn't related with the research*

Note: all expenses should be clearly specified, in detail. There should be no duplication in any item of the budget. The budget itself must focuses on the necessity to use the research fund to support the research appropriately, in according with the government regulation.



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