**Project Proposal for Academic Document Grant**

**Faculty of Liberal Arts, Thammasat University**

Project title: ..................................................................................................................................................

**Part 1 Information of the applicant for s academic document grant**

1. Name-Last name: ……………………………….……..Academic title: ……………………………….

 Department:……………………………………………Office: ………………………………………...

 Telephone: ………………….…….………………….. E-mail address………………………………..

 Start date at the Faculty of Liberal Arts: ………….……..………….……..

2. Academic document projects approved in the past:

2.1 Project: .................................................................................year approved: ............................

2.2 Project: .................................................................................year approved: ............................

3. The applicant has other relevant or supporting academic works, as follows:

 3.1 …………………………………………………...……………………………………………

3.2…………………………………………………………………………………………………

3.3…………………………………………………………………………………………………

4. The applicant certifies that

4.1 The proposed project never receives funding from another source.

4.2 The grantee shall, with no need for submission of the document’s progress report, submit the completed academic document within 6 months from the date of the contract. In that case that the grantee is unable to submit the work within the specified time, the grantee shall make a request for a submission extension to the Textbook, Academic Document and Textbook Publication Grant Committee no less than 1 month before the due date. The request shall be made in writing and give reasons along with a progress report on the work completed, the amount of work remaining, and the expected submission date.

In the Committee’s consideration of the said submission extension request, the grantee may request extension of no more than 6 months from the due date. Upon the submission extension request, the grantee shall have completed 50% of the document. All in all, the Committee has the authority and may exercise their discretion in the consideration of submission extension, as appropriate.

4.3 In the case that the Committee considers and through resolution deems that the document does not meet appropriate criteria and recommends a revision or improvement, the grantee agrees to revise the work according to the Committee’s recommendation.

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 (Signed) .........................................................

 (.........................................................)

 Date: .............................................................

**Part 2. Academic Document Proposal for Grant Application (Please attach)**

 The applicant for academic document grant shall write a project proposal to cover the following topics: (approximately 3-5 pages in length)

1. Background and significance of the problems/topics

2. Objectives

3. Scope of the academic document

4. Limitations in the academic document (if any)

5. Basic assumptions

6. Frameworks/ theories or main references

7. Document outline

8. Procedures in producing the academic documents

9. Expected benefits

10. Work schedule (Please specify activities/ types of work and timeframe not exceeding

 6 months)

11. Budgets