

FAMILY RESEARCH FUND FREQUENTLY ASKED QUESTIONS

Research agenda

Q1 Are there any suggested family research topics for the FRF?

A1 For an idea of relevant family research issues, please refer to the [family research agenda](#) posted on MCYS' website.

Terms of funding

Q2 Besides the Family Research Fund (FRF), can I also receive other funding support, e.g. university research grants for my research study or by other funding agencies?

A2 No, approved studies should only receive funding from FRF and not from other funding schemes.

Q3 I am a student with a local IHL. I am not conducting the research study as part of my university course requirement. Can I apply for the FRF?

A3 Yes, your application will be considered on a case-by-case basis. However, as part of the application criteria, you will need to source for a supervisor to oversee your proposed research study.

Q4 Can I submit more than one application for each grant cycle?

A4 Yes. Each application will be considered on its own merits, taking into account the quality and relevance of the research proposal; and the researcher's ability to concurrently execute more than one project based on his/her milestones and timeline.

Q5 I am interested in applying for the FRF Grant. I would like to know if applications are accepted throughout the year or only during a specific period in the year? Can I still apply if I am in the middle/end of my research study?

A5 Details on the period of application can be found on MCYS' website. Preferably, the application should be for a study which has yet to commence. However, for studies which had only recently commenced, you can still submit your application, but this would be considered on a case-by-case basis.

The research study is to be solely funded by the FRF, and should not receive funding support from other funding agencies, as well as from your institution.

Fund quantum and disbursement

Q6 What if my research project exceeds the maximum grant limit?

A6 Successful applicants may be reimbursed up to a maximum of \$1,000 per project for Honours year or equivalent undergraduate applicants, and up to a maximum of \$100,000 per project for postgraduate students and academic applicants. This applies to supported research expenses. However, for exceptional cases, this will be considered on a case-by-case basis. For request of hardware and equipment, only rental costs will be considered.

Q7 If my application is successful, when will I receive the grant?

A7 For successful undergraduate applicants, they will be awarded up to 50% of the approved grant quantum within one month upon the signing of an Agreement with MCYS. The remaining approved project expenditure will be reimbursed to the successful grant applicant upon the receipt of the project deliverables after the completion of the research study.

For successful postgraduate students and academic applicants, after the recipient has obtained IRB clearance and signed an agreement with MCYS, a partial disbursement will be made. The remaining approved project expenditure will be made based on the progress of the project and upon the receipt of the project deliverables.

Q8 Does the FRF cover travel expenses if the research study requires that I travel overseas?

A8 Travel expenses for overseas fieldwork is unlikely to be supported since the FRF only funds research relevant to Singapore policy.

Q9 I am working with a group which shares data collection for our Honours year thesis projects but analysis is done as separate research projects. Should we apply for FRF as a group? What is the maximum funding quantum that we are eligible to receive in this case?

A9 Yes, you should apply as a group. The maximum funding quantum for undergraduate applicants is \$1,000, but we will consider higher funding quantum on a case-by-case basis.

Evaluation Process

Q10 Can you share with me more about the evaluation process for postgraduate students and academic applications?

A10 The FRF Secretariat will shortlist the submitted proposals for further assessment and approval by the MCYS Evaluation Panel. Academic grant applications will be assessed by academics with relevant subject expertise and senior MCYS staff. The decisions made by the MCYS Evaluation Panel are final.

Datasets and Research Findings

Q11 Can my Research Assistants use the research findings of the funded study by MCYS in their Honours thesis or Masters Thesis?

A11 If the research findings of the FRF-funded study are to be used in your Research Assistants' Honours or Masters Thesis, this should be stated in your application form. If the project is approved for FRF funding, a copy of the final examination thesis should also be submitted to MCYS.

Q12 Does the FRF Secretariat help me source for the datasets required for my research study?

A12 To access VWO or government data for your research project, you are encouraged to contact the relevant agencies directly. You can approach the FRF secretariat if you need information about the relevant VWO or government agency to approach.

Submission of Application

Q13 What should be included in the research proposal?

A13 The research proposal should include the following information:

- A brief introduction or background to proposal
- Literature review
- Research questions
- Proposed methodology
- Research limitations, i.e. limitations of proposed methodology or research approach
- Required data analysis
- Expected use of findings
- Relevance of study to family research
- CVs/References

Q14 Is there a limit on the number of pages for the research proposal?

A14 Please keep the research proposal to 10 pages.

Q15 What are the documents that I need to submit as part of my application?

A15 To facilitate the processing of your application, please send a copy of the application form (available through MCYS's website) via email to MCYS_FRF_Secretariat@mcys.gov.sg and two hardcopies of your application by post to the MCYS FRF Secretariat.