



COLLEGE OF ORAL AND MAXILLOFACIAL SURGEONS OF SRI LANKA

RESEARCH GRANT APPLICATION - 2026

COMSSL Research Grant scheme has been introduced to support research work by members of the College of Oral & Maxillofacial Surgeons of Sri Lanka. The maximum grant amount will be Rs. 150,000/= per year.

Important:

- Please be kind enough to thoroughly go through the regulations governing the award of COMSSL research grant prior to completing this application.
- Please follow the guidelines and the explanatory notes stated at the end of this application when completing this application.

CHECK LIST

Completed application form (Sections A -D)	☐
Gantt chart	☐
Curriculum vitae of all Investigators	☐
Research grants record of the PI (Annex 1)	☐
Information of Collaborator/s; if any (Annex 2)	☐

Please indicate whether the

application is: New

☐

Proposal

☐

Revised and Resubmitted

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

1. Project Title <i>The title of the project should be brief, reflect concisely and accurately the proposed project and intelligible to a scientifically or technically literate reader. Applicants are advised to avoid titles which convey a distant or potential application of the proposed work, or a greater aspiration or goal than is to be expected from the proposed work.</i>	
2. Research disciplines	
3. Category of research	
Applied research ☐	Fundamental research ☐
4. Project Period	
☐ 1 Year ☐ 2 Years ☐ 3 Years	
5. Total Budget	
6. Investigators <i>Annex CVs' and list of publications of all Investigators during the last 10 years. Annex 1 (Please see the guidelines)</i>	
Principal Investigator	
Name and Designation:	
Contact details:	
Department and Hospital/Faculty:	
Area of expertise related to the proposed project:	
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period:	

Co-Investigator/s <i>Those who wish to read for postgraduate degrees under the proposed project are not eligible to be Co-Investigators</i>	
Co-Investigator – 1 Name and Designation	
Contact Details	
Institution	
Area of expertise related to the proposed project	
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period :	
Co-Investigator – 2 Name and Designation	
Contact Details:	
Institution	
Area of expertise related to the proposed project	
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period :	
Co-Investigator – 3 Name and Designation:	
Contact Details:	
Institution	
Area of expertise related to the proposed project:	
Planned leave abroad (Study Leave, Sabbatical Leave, etc.) / Retirement during the project period :	

Collaborator/s	
<i>Letters of Consent should be provided – Annex 2</i>	
Collaborator – 1 Name and Designation	
Contact Details	
Institution	
The contribution expected to be provided for the research project:	
Collaborator – 2 Name and Designation	
Contact Details	
Institution	
The contribution expected to be provided for the research project:	
7. Institution/s where research is to be performed	
Principal Institution	
Other Institution/s	

SECTION B

1. Summary

(a) Explain briefly the research problem, its significance, research approach and expected outputs and outcome. *(Please see the guidelines)*

(b) Give 3 – 5 keywords for the proposed project:

2. Research Problem

2.1 Research problem/s, analysis of the problem/s & rationale for the research question
(Please see the guidelines)

3. Comprehensive literature review (local and international including recent literature) AND the complete list of references in the relevant area.
(Please see the guidelines)

4. Originality & innovativeness of the proposed work *(Please see the guidelines)*

5. Overall aim and specific objectives of the proposed work *(Please see the guidelines)*

5.1 Overall aim

5.2 Specific Objective/s

6. Methodology**6.1 Describe the Methodology***(Please see the guidelines. Attach additional sheets if necessary)***6.3 Describe the method of data analysis****7. Feasibility** *(Please see the guidelines)***7.1 Human resource requirement***(Describe knowledge and research experience of the investigators in the area related to the project work)***7.2 Work plan***Please attach the quarterly Gantt Chart to cover the proposed study, as per the format below*

	Activities	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1													
2													
3													
4													
5													

7.3 Indicators & milestones of progress*Please list the milestones and indicators that will be used to measure the progress of the proposed study***8. Ethical consideration***(Ethical clearance should be submitted within one month of the deadline for submission of application)*

Relevance to the project

Relevant ☐ Not relevant ☐

If relevant, Ethical clearance obtained?

Yes ☐ No ☐*If yes, attach copy to the application*

If No, applied for Ethical clearance?

Yes ☐ No ☐**9. Indicate the human & environmental safety issues related to the project and how they are being addressed**

10. Facilities available at the Institutions where the research project is carried out, in terms of major equipment and other facilities. (Provide a list)	
11. Expected Research Outputs	
<i>Deliverables at the end of the project <u>in point form</u></i>	
12. Research Outcomes	
Significance of research outcomes and the impact on national/socio-economic development of Sri Lanka. <i>Please write <u>in point form</u>.</i>	
13. How do you propose to protect and exploit Intellectual Property (IP)? (Indicate if <u>applicable</u>)	
14. Signatures of Investigators	
(a) (Principal Investigator)	 Date
(b) (Co-Investigator -1)	
(c) (Co-Investigator -2)	
(d) (Co-Investigator -3)	

SECTION C

Summary of Budget				
(1) Personnel	1 st Year	2 nd Year	3 rd Year	Total
(i) Research Student*				
(ii) Technical/ Research Assistant				
Sub Total (Personnel)				
(2) Equipment				
(3) Consumables				
(4) Sample analysis (if outsourced)				
(5) Statistical analysis				
(6) Calibration of instruments				
(7) Postgraduate registration fees				
(8) Travel & Subsistence				
(9) Miscellaneous				
GRAND TOTAL				
* Full-time Research Students registering for a Postgraduate Degree, can be allocated a stipend if they are not drawing a salary from their permanent employment while on study leave, if applicable.				
Other funding sources				

Have you applied/planning to apply for funding from any other source for the proposed research? Yes No

If Yes, please state when a decision is expected.

Is the proposed project currently being funded by any other source? No
Yes

If Yes to above question/s, please give details and justify the request for co-funding from COMSSL Research Grant.

Budget justification

1. Personnel

The Investigators should indicate and justify the type of personnel required. A PhD or MPhil student can be paid Rs. 60,000/= or Rs. 45,000/= a month. A technical/research assistant can be paid Rs 25,000/= a month.

(i) Research Student*

a. Full time for years OR... months

b. Research Student will be registering for a postgraduate degree – ☐ N ☐
Yes

If Yes, PhD ☐ o | |
MPhil

(ii) Technical or Research Assistant

a. No. of labourers required –

b. Time period / months per labourer

c. Description of work to be performed:-

2. Laboratory Equipment

A complete description of equipment required and a full justification must be given. Indicate the make, type, model No., supplier, quantity etc. Also attach brochures. Prices should be given in rupee equivalent (calculated at current exchange rate + 20%). Cost of equipment should not exceed 50% of the total budget. Provide a justification for each equipment.

Type/ model/ supplier	Qty	Estimated Cost (Rs.)

3. Consumables

Attach the list and give a complete description of type (e.g. Chemicals, glassware etc), quantity (justify the quantity and type) and estimated cost. Avoid over- estimation and include only the necessary consumables for this project.

4. Sample analysis (if outsourced)

Institution/department, type of analysis, no. of samples, estimated cost

1st Year

2nd Year

3rd Year

5. Statistical analysis

1st Year

2nd Year

3rd Year

6. Calibration of instruments (give description of items)

1st Year

2nd Year

3rd Year

7. Postgraduate registration fees (Refundable deposits will not be reimbursed)

1st Year

2nd Year

3rd Year

8. Travel & Subsistence

Give a detailed breakdown for each year with justifications of the cost figures given in summary budget. Indicate no. of field visits, places to be visited and any other relevant details. Rate of payment; Rs. 25/= per Km.

1st Year

Travel			
Places to be visited	Distance (Km)	No. of visits	Total cost for transport

2nd Year

Travel			
Places to be visited	Distance (Km)	No. of visits	Total cost for transport

3rd Year

Travel			
Places to be visited	Distance (Km)	No. of visits	Total cost for transport

9. Miscellaneous

Give complete breakdown with estimated cost.

The funds for miscellaneous, should not exceed 10% of the total cost of the project. Funds for contingencies/unforeseen expenses cannot be considered.

Items	Estimated Cost			
	1 st Year	2 nd Year	3 rd Year	Total

SECTION D

Recommendations	
<i>Recommendation of the Head of the Department (where applicable)</i>	
Signature	Date
<i>Recommendation of the Director of the hospital/Head of the Institute (where applicable)</i>	
<i>Signature</i>	Date
<i>Recommendation of the COMSSL council</i>	
Signature	Date
<i>Recommendation of the President COMSSL</i>	
Signature	Date

Annexure 1

***Research Grants Record (ongoing and completed) of the Principal Investigator during the last 05 years
(Any funding sources)***

Grant No	Duration of the Grant (Dates)	Title of the Project	Source of support	Total allocation	Status [Ongoing/Completed/ Terminated/Cancelled]	Postgraduate degrees/No. of Publications/ No. of Communications

Consent to be a Collaborator of a Research Project

(To be signed by the Collaborator/s)

**Chairman, COMSSL Research Grant Committee
COMSSL**

Research Project on -

This is to convey my willingness to work as a collaborator of the research project referred to above, supporting and contributing to the realization of the project objectives stated in the research grant application.

I understand the support and assistance to be extended to the research team by providing necessary facilities and/or expert opinion and guidance to carry-out the project successfully.

Yours sincerely,

.....
(Signature)

Name of the Collaborator:



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Recommendation of Research Committee

- (a) Title of the project:
- (b) Principal investigator:
- (c) Project is recommended / Not recommended :
- (d) This project is placed No of priority list this year
- (e) Total amount recommended:
- (f) Amount recommended for the :

1st Installment:

2nd Installment:

3rd Installment:

Any other observation/ recommendations:

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Date:.....

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Chairman Research Committee, COMSSL

Guidelines for Completing the Application

1. Application should be filled in, **font type Times New Roman, size 11, single space.**
2. Section A6. The principal Investigator should be a member of the COMSSL. Co- investigators are those who contribute intellectually to the conceptualization and implementation of the project. Collaborators are other members whose support in various means are vital for the implementation of the project. Where applicable, the Application should be supported with letters of consent from such collaborators (**Annex 2**).
2. Section B1. Pay attention to the following.
Can the submitted research be expected to break new ground in science? Or can it be expected to produce a substantial step forward in this field in the foreseeable future? What innovative approaches does the proposal offer? What are the possible benefits if any applications could be derived from the findings of this research? **Maximum 1 page.**
3. Section B2. The problem to be tackled or new knowledge to be generated, and the research question to be addressed should be clearly identified. **Maximum 1/2 page.**
4. Section B3. A comprehensive literature survey should be done and all details should be included. Give the current status of research in the field and a description of scientific questions based on an overview at an international level, backed by key bibliographical references. What position does the present research proposal as a whole have in the current framework of international research? **Maximum two pages.**
5. Section B4. The proposed research project should necessarily be an original investigation. Briefly state the originality and innovativeness of the proposed project with respect to local or global context.
6. Section B5. Aims and Objectives should be clear and have relevance to the research problem and focus on how achieving the objectives will answer the research question.
6. Section B6. Provide details of experiment methodology, design, sampling method, analytical methods, any other techniques and data analysis.
7. Section B7. Describe knowledge and research experience of the investigators in the area related to the project work. Do not mention their names. A detailed time-based work plan (Gantt chart) should be included stating the proposed activities and time frames clearly.
8. The budget should be calculated correctly and justified in detail.
9. The selection criteria in addition to the technical soundness of the proposal: Relevance of the research project to Sri

Lanka
Relevance to control programs operating in Sri Lanka
Clarity in the identification of the problem
Appropriateness of the methodology to be adopted
Academic credentials of the applicant
Ability to complete the project within a reasonable time period

10. Email the completed application to editor@omf.lk. Incomplete applications will not be considered.

For further details, Contact: Dr Tilan Jayawardana, Mobile: 0767-222555 E-mail: editor@omf.lk.