



Mahidol University Announcement

Mahidol University – University of York Seed Grant Fiscal Year 2025

To comply with Mahidol University’s policy in promoting collaboration with strategic partners, Mahidol University – University of York Seed Grant Agreement was signed with University of York in the United Kingdom and Northern Ireland for the fiscal year 2025, the purpose of this Agreement is to co-fund £10,000 per project from each university. This aims at enhancing and continually increasing the development of joint research and creating the potential for Mahidol University personnel to cooperate in international research and education, leading to sustainable collaboration between the two universities.

In accordance with Article 22.7 and 23 of Announcement of Mahidol University, re: Criteria and Method for Receiving Money, Keeping Money, Withdrawing Money, and Supervision of Payments B.E. 2551 issued under Article 38 of Mahidol University Regulations on Budget and Finance Management B.E. 2551, the President has announced as follows:

1. Definitions in this Announcement:

“University” refers to Mahidol University.

“Fund” refers to the Mahidol University – University of York Seed Grant Fiscal Year 2025.

“Committee” refers to Mahidol University – University of York Seed Grant Panel.

“Co-Principal Investigator” refers to a person affiliated with the University of York in the position of a professor, a researcher, or a specialist with qualifications comparable to a professor or a researcher.

“Project” refers to a research project conducted between personnel at Mahidol University and Co-Principal Investigator.

2. Fund Allocation

The University will support the fund, which is derived from the income of the university in the amount of 400,000 Baht each in this project, with a period of not more than 12 months from the date of signing the Grant Agreement. It will be paid in a lump sum which covers the expenditures that enable the project to carry out its objectives such as expenses, equipment, research materials, office supplies and service fees. It does not support any remuneration.

3. Qualifications of the Grant Applicant

3.1 Being a government officer, university officer, university officer (affiliated with faculty, college, or institute) or university employee, holding a position of lecturer, researcher, laboratory analyst, expert or special expert and conducting research as full-time staff at Mahidol university and holding an employment contract of not less than 1 year.

3.2 Attended the Valuing Voices Workshop on December 3rd and 4th, 2024, with full participation as required by the training schedule

4. Qualifications of the Project for Applying for the Grant

It must be a research project that is operated jointly with Co-Principal Investigator. It must specify a list of Co-Principal Investigator. The details of the project, objectives, action plans, project terms, estimated budgets and expected outputs from the project are required.

5. Supporting Documents for the Grant Application

5.1 Letter of the nomination of grantees for funding from their affiliate signed by the Dean, Director or the authorized person

5.2 Three copies of the Mahidol UoY Seed Grant Application Form 2025, which can be downloaded from the website of the Global Partnerships Division. <https://op.mahidol.ac.th/ir//>

5.3 A copy of the instatement and appointment of a government officer, university officer or employees of Mahidol University with an employment contract of not less than 1 year

5.4 Approval from Mahidol University's Human Ethics, Animal Use, and/or Biosafety Committees (either at their respective Affiliation or University level) for any research

involving human, animal and microorganisms undertaken by Mahidol University staff or students, in Thailand or elsewhere, submitted prior to the commencement of the project if it was not completed at the time of the grant application

6. Terms and Procedures

6.1 The university will open the call for grant applications each fiscal year, with the application deadlines set according to the university's schedule. Notification letters will be circulated to the affiliates.

6.2 Applicants should complete the grant application form (Mahidol UoY Seed Grant Application) using the same form as the Co-Principal Investigator when submitting the funding proposal.

6.3 Applicants should submit documents stated in Article 5 through their Affiliate to the Global Partnerships Division, Office of the President.

7. Selection Criteria for a Grantee

7.1 Global Partnerships Division, Office of the President will screen and review supporting documents for the application before proposing to the Committee for selection and the President for approval of the allocation of the fund.

7.2 The Committee will select a grantee based on the qualifications stated in Article 3, as well as the project's qualifications as stated in Article 4, and a completely filled-in Joint Application Form. The announcement of the successful candidates will be announced in writing to the applicants through their affiliates.

8. Eligibility Criteria

8.1 Grantees must submit the Form IR_ Mahidol UoY Seed Grant 2025 in the form prescribed by the University for 3 sets, together with a revenue stamp of 1 baht per set (without specifying the date, month, or year).

8.2 Grantees and Co-Principal Investigator must abide by and comply with Mahidol University - University of York Seed Grant Agreement

8.3 Grantees must produce research work in the granting period as follows:

(1) The research works have been published in academic journals that are in a leading international database such as Scopus or Web of Science, and are the journals with the highest ranking (Q1) or

(2) Other outputs such as manuscripts, innovation or others shall be at the discretion of the Committee on a case-by-case basis and the Committee's consideration results shall be final.

8.4 Grantees must submit a progress report of the project within 6 months of the project's starting date.

8.5 Grantees must submit a completion report within 3 months after the project is completed.

8.6 If grantees wish to waive the right to receive the grant, they must notify the University in advance in writing. In case of receiving funds from the University, all funds received must be immediately returned to the University.

8.7 The affiliate is suggested to supervise the grantees conducts in accordance with this grant's procedures in an orderly fashion, productively and purposefully to the grant's objectives.

8.8 If grantees are unable to complete the project within the project's completion period, grantees will write a proposal letter through the head of their affiliate to explain the reason to the Global Partnerships Division for consideration before the project completion period is over.

In the event that the grantees are unable to complete the process under any circumstances, the grantees will be responsible for returning all funds received to the University. In addition, funds that have not yet been paid to the grantees, the Affiliate must also be returned to the University.

8.9 The University will suspend the grant if the project does not comply with the requirements of the University, or if the performance does not meet the requirements.

8.10 The grantees are required to repay the full amount of the Fund to the university under any circumstances. If the grantees fail to make payment or do not pay in full as required by the university, they agree to a late payment interest charge at a rate of 15% per annum on the outstanding amount.

8.11 The grantees may be exempt from repaying the Fund as specified in sections 8.8 second paragraph or 8.9, depending on the case, if the failure to comply with the Fund conditions during the project period occurs due to the grantee's death, or if the grantees

leave their position due to illness that prevents them from performing their duties regularly, or if the Grantee's position is eliminated due to restructuring or redundancy. Additionally, exemption may apply in other circumstances deemed appropriate by the President, based on the recommendation of the committee. The decision to fund an exemption from repayment shall be at the discretion of the President, based on the committee's recommendation, and the decision will be final.

8.12 In cases where the grantees are required to repay the grant, and the affiliates still holds unspent funds allocated to the grantees, or in cases where there are remaining funds from a project, the affiliates must promptly return the unused funds to the university.

9. Methods of Fund Disbursement

9.1 The head of the grantees' affiliate writes a letter requesting approval for disbursement of funds which is signed by the Dean, the Director, or any authorized person to the Global Partnerships Division, Office of the President along with three copies of the grant agreement (Form IR_ Mahidol UoY Seed Grant 2025) without specifying the date, month, or year) attached, and a copy of the announcement of the grantee selected for proceeding with the Fund agreement and requesting for disbursement.

9.2 The University will disburse all supporting funds in a lump sum of 400,000 Baht per Fund to the affiliate of the grantees. Once the grant agreement has been done, it would be assigned to the affiliate to proceed with disbursement.

In this regard, the grantees' affiliate must keep the documents related to the disbursement of funds as evidence for University and other departments to check.

10. Copyrights or patents arising from the acquisition of funds including benefits which are caused by using the research results for commercial uses are under the University's rules and regulations.

11. Disbursement of funds under this Announcement shall be disbursed from the University's income according to Mahidol University Regulations on Budget and Financial Administration B.E. 2551 and its revision.

12. According to any problems arising as to the implementation of this Announcement, the President is the judge and the decision of the President shall be final.

Announced on December 2567

(Prof. Piyamitr Sritara, MD, FRCP)

President of Mahidol University