

- Official Emblem -

**Thammasat University Announcement, re:
Criteria and Methods for Granting the Research and Innovation Promotion
Grants for Social Knowledge and Local Communities Development, B.E. 2568**

WHEREAS, Thammasat University has the policy to promote and improve the quality of research and innovation for the development of social knowledge and local communities, as well as to promote the application of such research and innovation in a manner consistent with the context of social changes. And for such a purpose, the University establishes the Research Promotion Grants for Social Knowledge and Local Communities Development, aiming to promote the production of high-quality research and innovations that are widely accepted both at the national and international levels.

By virtue of Section 39 of the Thammasat University Act, B.E. 2558, and Article 16, Paragraph One (1) and Two of the Thammasat University Regulations, re: Research and Research Fund Management, B.E. 2561, and by resolution of the Research and Research Fund Management Board from the 2/2567 Meeting, which took place on September 9th, 2024, the Rector hereby issues the following Announcement.

Article 1 – This Announcement is called “*Thammasat University Announcement, re: Criteria and Methods for Granting the Research and Innovation Promotion Grants for the Social Knowledge and Local Communities Development, B.E. 2568.*”

Article 2 – This Announcement shall come into force from the day after the announcement date onwards.

Article 3 – This Announcement shall repeal and replace the Thammasat University Announcement, re: Research Promotion Grants for the Thai Arts, Culture, and Wisdom Promotion (Thai Studies), B.E. 2566.

Article 4 – In this Announcement.

“*The Fund*” means Thammasat University Research Fund.

“*The Board*” means the Research and Research Fund Management Board.

“*The Sub-Committee*” means the Sub-Committee on Research Fund and Research Promotion of Thammasat University appointed by the Rector as per the proposal of the Board.

Article 5 – The University shall establish the Research Promotion Grants for Social Knowledge and Local Communities Development, in accordance with the details specified by the Board for each fiscal year, in order to promote research and innovation on issues consistent with the university’s policies and guidelines on research and innovation or the researchers’ interest.

Article 6 – Eligible applicants for the Research Promotion Grants for Social Knowledge and Local Communities Development must possess the following qualifications.

(1) Applicants must be university workers.

(2) Applicants cannot be Project Leaders of any research projects that receive funding from the Fundamental Fund or Thammasat University Research Fund, who still have any unfulfilled obligation, namely, incomplete research projects or inventions, or haven't yet delivered a complete report of their research results or inventions.

(3) Applicants cannot be the Head of the Center of Excellence (CoE) or the head of a Research Unit (RU) if such centers or units still have any unfulfilled obligation, namely, they haven't yet delivered the work as per the given schedule or they have requested an extension of the delivery date.

(4) The applicants must not, at present, be taking an academic leave/sabbatical leave, or being temporarily borrowed to assist and work with other agencies.

Article 7 – Previous grantees of the Grants may submit their research projects to apply for another grant once they complete their original projects and acquire the Sub-committee's approval. Except in the case where they have already published their research articles in international research journals listed in the international databases. In this case, the previous grantees of the Grants may apply for another grant once their research articles are accepted for publication in such a manner.

The grantees must conduct and complete their research projects within the schedule approved by the Sub-Committee.

Article 8 – Project proposals submitted for the Grants must be prepared while observing the following provisions.

(1) The project proposals must have a definite and clear research topic and scope. The proposals must be made in the format specified by the University.

(2) The project proposals must specify a project schedule that is no longer than two years and include a detailed expenditure plan. The project itself cannot be a project or part of any projects that have already received sufficient funding from other sources.

(3) The project proposals must include a complete and comprehensive literature review. The proposals must clearly demonstrate, beyond any doubt, that the project truly seeks new knowledge or is not merely a study of existing knowledge. If the projects intend to conduct a confirmatory study of existing knowledge, then the projects must clearly demonstrate that such a study is truly necessary.

(4) In the event that the proposed research projects require ethical approval for research involving human participants, the Ethics of Animal Use in Research, bio-safety, or other similar research standards, the applicants must submit evidence of approval received from the relevant committees with their project proposals.

Article 9 – The grant application process for the Research Promotion Grants for Social Knowledge and Local Communities Development is as follows.

(1) The applicants must submit the project proposals to their original affiliation within the schedule specified by those sections, using the Application Form for the Research Promotion Grants for Social Knowledge and Local Communities Development specified by the Committee, in the format of Word and PDF files.

(2) The Section-level Research Promotion Committee or the Section-level Committee, if there is no Section-Level Research Promotion Committee, must review and verify the correctness of the proposals; and screen and select the proposals for further consideration by the Sub-committee.

(3) After completing the steps described in Item (2), the Sections must then submit the project proposals attached with their comments to the Research Administration Division, which will gather and present the proposals to the Sub-Committee.

In this regard, the Sub-Committee reserves the right not to accept any project proposals if the applicants fail to submit all the required supporting documents.

The Sub-Committee's decision is final.

Article 10 – In the event that the grantees declare that their research projects do not involve research standards that require ethical approval for research involving human participants, the Ethics of Animal Use in Research, bio-safety, or other similar research standards. If it has been found afterward that the research projects actually involve the abovementioned standards, the grantees will be solely responsible for any consequence thereof.

Article 11 – The grantees must enter into a grant agreement with the University within the due date specified in the announcement of the result of the grant application. The form of the grant agreement will be specified by the University, in accordance with the Committee's proposal.

Article 12 – After the parties enter into a grant agreement, if the grantees wish to change any details of the research project, for example, the list of co-authors, the project title, the expenditure plan, the project schedule, etc. The grantees must first seek and receive consent from the Section-level Research Promotion Committee or the Section-level Committee, as the case may be, in order to submit the request for contract amendment to the Sub-Committee.

Article 13 – The Section-level Research Promotion Committee or the Section-level Committee, if there is no Section-Level Research Promotion Committee, must monitor and supervise the grantees to complete the project and deliver the result; or to return the grant if they fail to complete the project. If grantees are unable to complete the project, they must return the grant, as per the provisions of the grant agreement, except for the cases listed under Article 22.

Article 14 – The Sub-Committee must allocate the Research Promotion Grants for Social Knowledge and Local Communities Development at a lump sum rate, for an amount not exceeding 200,000 Baht per grant. The payment will be made in installments, as per the following provisions.

(1) The first installment, for fifty percent of the approved grant, will be paid after the project proposals are approved and the grantees have entered into a grant agreement with the University.

(2) The second installment, for fifty percent of the approved grant, will be paid after the grantees deliver the final report, as well as all the supporting documents listed under Article 17.

Article 15 – The University must pay the Grants directly to the grantees' bank accounts.

Article 16 – The Grantees must submit a progress report, as per the schedule and format specified by the Committee.

Article 17 – The Grantees must deliver the final report, as well as the following supporting documents, to the Sub-Committee within the due date specified in the grant agreement.

(1) One set of the final report. On the bottom of the report's cover must state that this research project was funded by Thammasat University Research Fund of the corresponding Fiscal Year.

(2) If the final report was made in the Thai language, then submit one set each of the Thai and English language versions of the abstract. On the other hand, if the final report was made in the English language, then submit one set of an abstract made in the English language.

(3) Evidence of publication of research results, that is, a research paper that has been published, or accepted for publication, in academic journals listed on the national database, namely, TCI Tier 1; or in international academic journals listed on the international databases, such as SJR (SCImago Journal Ranking: www.scimagojr.com), ISI Web of Science (Science Citation Index Expanded, Social Sciences Citation Index, Art and Humanities Citation Index), or the Scopus Database. If the grantees haven't published their work in the manner described above, the grantees must demonstrate that at least one piece of their work has been put to good use for the public sector, the private sector, or society.

(4) One set of the electronic files of the supporting documents listed in Items (1), (2), and (3), in the form of PDF files.

In the event that the grantees are unable to submit the supporting documents listed in Items (1), (2), (3), and (4) within the due date specified in the grant agreement, the grantees must submit an explanation of their inability thereof to the Sub-Committee for at least thirty days in advance, in order to request for an extension of the due date for no more than ninety days.

Article 18 – The research articles must clearly be declared in the Acknowledgment section with the following text: “*This study was supported by Thammasat University Research Fund, Contract No. TUFT .../...*”, whether in the Thai or English language.

Article 19 – The research projects whose results are published in a manner described under Article 17 (3) will not be eligible for other grants allocated by the Research and Innovation Department from the Fundamental Fund or Thammasat University Research Fund.

Article 20 – The research results must be published after the approval date of the Grants. If the grantees wish to change the research topic, the research results must be published after the approval date of the change of the research topic.

Article 21 – The Sub-Committee may terminate the grant agreement in the following situations.

(1) The grantees lack the qualifications listed under Article 6.

(2) The grantees fail to submit the progress report on time without reasonable cause.

(3) The grantees fail to complete the project in accordance with the given objectives.

(4) The grantees receive funding or grants for the same research project from other sources or organizations without the Sub-Committee's approval.

(5) The University deems that the grantees have seriously violated the research ethics.

Article 22 – After the grant agreement is terminated, the grantees must return the funds that they have previously received to the University. Except in the case where the Sub-Committee deems appropriate. The grantees may not be required to return the funds, whether partially or wholly, in the following cases.

(1) The grantee dies, and no one can replace the grantee in the research project.

(2) The grantee is unable to continue the research, due to force majeure.

(3) Other reasons that the Sub-Committee deems appropriate.

Article 23 – The grantees whose grant agreement is prematurely terminated will not be able to submit an application for research funding for one year from the date of termination.

Article 24 – Once the research project is completed, the grantees must submit the summary report of expenditure, comparing to the approved expenditure plan, to the Research Administration Division, which will submit the report for the Sub-Committee's acknowledgment.

If the fund has not been entirely used up, the grantees must return any remaining amount to the Research Fund and submit duplicates of receipts to the Research Administration Division.

Article 25 – All research projects or operations that are currently being funded under the Thammasat University Announcement, re: Research Promotion Grants for the Thai Arts, Culture, and Wisdom Promotion (Thai Studies) before the effective date of this Announcement shall continue to proceed according to the provision of the previous announcement until such research projects or operations are completed.

Announced this on June XXth, 2025

- *Signature* –

(Professor Dr. Supasawad Chardchawarn)
Rector