

# JICA ITC LBE Start-Up Fund

## 2025

**The Project for Enhancing Industry-Academic-Community Networks for  
Strengthening Capacity of Engineering Research and Development**

## Call for Proposal

### 1. Objectives

The purpose of this fund is as follows:

- ✧ To support launching a new laboratory practicing Laboratory-Based Education (LBE) <sup>1</sup>in ITC
- ✧ To support strengthening the university-industry linkage activities at ITC
- ✧ To support strengthening the network between communities<sup>2</sup> and ITC

### 2. Applicant Eligibility

- 1) An applicant (=Principal Investigator: PI) must be a full-time faculty member and a researcher belongs to a research lab. of ITC with a PhD degree.
- 2) Applicant is strongly committed to implementing LBE and disseminating its philosophy to others.
- 3) Applicant must lead their lab (=an LBE model team), which includes graduate students and/or 5<sup>th</sup>-year students of ITC as LBE model team members.
- 4) Applicant is required to involve researchers/staff from private sectors/public sectors/communities in the project.
- 5) Applicant is encouraged to involve faculty staff of partner universities as master's students or researchers in their lab as LBE model team members.
- 6) Applicant is encouraged to involve faculty staff from Japanese universities as advisors.
- 7) If the applicant is a member of Laboratory, applicant should consult with Head of Laboratory and get approved for application.

### 3. Targeted Fields of Research

Any engineering fields.

### 4. Number and Period of Grants

- 1) Number: 5<sup>\*1</sup>

Only 1 application from each Laboratory

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<sup>1</sup> For more info on LBE, please see:

[https://www.jica.go.jp/Resource/english/our\\_work/thematic\\_issues/education/c8h0vm0000am7dbv-att/japan\\_brand\\_06.pdf](https://www.jica.go.jp/Resource/english/our_work/thematic_issues/education/c8h0vm0000am7dbv-att/japan_brand_06.pdf)

<sup>2</sup> Communities refers to local authorities, NGO and other organizations tackling issues in their communities.

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2) Period: January 2025 – December 2025 (12 months)

3) Maximum amount of grant: USD 15,000

\*1 Number of acceptance may change based on the total budget

### **5. Deadline of Application**

**November 26, 2024 (23:59 CST)**

### **6. Duty**

- 1) Implement LBE according to the activity plan.
- 2) Try to apply for a patent according to the patent guidelines of the University-Industry Linkage (UIL) Office.
- 3) Submit academic research articles co-authored with students and other LBE team members.
- 4) Receive faculty staff of partner universities as graduate students when requested.
- 5) Participate in university-industry activities of ITC.
- 6) Submit the mid-term and final reports on the research achievement.
- 7) Provide information on the progress and results of activities to JICA project upon request.

### **7. Selection**

#### **(1) Procedure**

- 1) Document Evaluation (Academic Viewpoint)
- 2) Interview (Project Viewpoint) in December 2024
- 3) Announcement of selected LBE teams by the end of December 2024

#### **(2) Criteria**

- 1) Quality of research topic/activity proposal
- 2) Structure of the LBE team
- 3) Assignment of research tasks to individual members, including students
- 4) Expected depth of collaboration with industries, communities and partner universities
- 5) Clear vision of LBE and potential to be a Head of Laboratory (in the future)

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### **(3) Selection Committee**

1) Member

- JICA Project Chief Advisor <Chairperson>
- LBE Committee Chairperson / Vice-chairperson
- Representatives of Research and Innovation Center, ITC
- Representatives of UIL Office, ITC
- JICA Project Coordinator

\* If the person concerned above is an applicant, they must consult the JICA Project Team.

2) Duty

- Chief Advisor evaluates the technical adequacy of research topic/activity plans.
- Other committee members evaluate the effectiveness and efficiency of the research plan in line with the policy of the Research and Innovation Center and University-Industry Linkage Office, and also in strong considerations of the structure of laboratory, schedule, budget use, etc.

### **8. Implementation**

#### **(1) Research Fund**

The JICA Project Team will execute the fund based on the request by the lab leader. The lab leader may submit request forms for necessary expenditures each quarter (four times a year) in principle.

The lab leaders may request the following expenses relating to the proposed research:

1) Lab equipment

(Note)

- Set the price of each request, including tax, not more than JPY 1,000,000
- Do not include any items for institutions other than ITC or other target universities.
- Do not exceed 50 % of the total budget.
- Consult the LBE committee and project coordinator in exceptional cases.

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### 2) Lab Consumables

(Reference: Categorization of equipment and consumables)

Categories	Unit price including VAT	Durability
Equipment	JPY 200,000 or more	One (1) or more years
	PC: JPY 50,000 ~ JPN 200,000	N/A
Consumables	Less than JPY 200,000	N/A
	JPY200,000 or more	Less than one (1) year

### 3) Fees for peer-reviewed paper publication in international journals and registration for presentation at international conferences with peer-reviewed proceedings.

### 4) Travel cost (International)

- Travel cost for presentation in international conferences in ASEAN countries or Japan.
- Travel cost for research activities in Japan for less than two (2) weeks.

(Note)

- Do not exceed 30 % of the total budget in principle.
- Consult the LBE committee and project coordinator in exceptional cases. Travel cost (Domestic)
- Travel cost for registered LBE model team members for field trip.

### 5) Disaster and Accident Insurance for researcher/student Education and Research

The Financial Guidelines will be available at the following website at the mid of December 2024:

<http://lbe.itc.edu.kh/index.php/research-grant/> (Project Website)

## (2) Monitoring

The JICA Project Team will conduct regular monitoring on LBE implementation, research progress, and communication with private sectors/public sectors/communities and local universities.

## (3) Termination

If the lab leader is unable to continue LBE activities for the relevant period due to retirement or overseas research fellowship, the grant will be suspended unless a replacement lab leader can be

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appointed within the same research team. The replacement is limited to a sub-lab leader in principle. The lab leader should consult with the LBE Committee and project coordinator individually in other cases.

### 9. Application

Application guidelines and forms are available at the following website.

<http://lbe.itc.edu.kh/index.php/research-grant/> (Project Website)

Prepare the following documents:

- 1) Form A (CV and Activity Proposal)
- 2) Form B (LBE team members, Tasks, Schedule and Budget)

Send the forms to: [Sasaki.KHM@gmail.com](mailto:Sasaki.KHM@gmail.com) (JICA Project Team)

### 10. Intellectual Property Rights

PI is encouraged to apply for patents in Cambodia before publishing academic papers.

### 11. Schedule

November 4	Call for Proposal
November 26	Application deadline
Nov.to Dec.	Document evaluation
Mid of December	Interview by Selection Committee
End of December	Announcement of selection results
Beg. of January	Orientation on financial guidelines/ Contract
January 1	Activity starts

### 12. Contact

Dr Bun Long, Vice Chairperson of LBE Committee

e-mail: [bunlong@itc.edu.kh](mailto:bunlong@itc.edu.kh)

Ms. Chikako Sasaki, JICA Project Team

e-mail: [Sasaki.KHM@gmail.com](mailto:Sasaki.KHM@gmail.com)