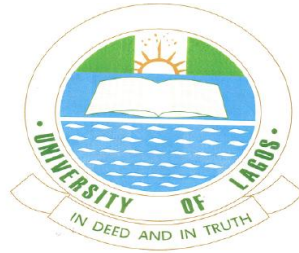


# UNIVERSITY OF LAGOS



## OFFICE OF THE DEPUTY VICE-CHANCELLOR (A&R) RESEARCH & INNOVATION OFFICE

### APPLICATION FOR THE ESTABLISHMENT OF RESEARCH INSTITUTES AND RESEARCH CENTRES

#### FOR ADMIN US ONLY

Ref. No. assigned:	Email contact assigned:
Date Received in R&I:	url:
Date of APC review:	Date of APC Approval:
Senate Paper No.:	Date of Senate Approval:

*Please, complete all spaces provided to make a complete application.*

**TYPE OF APPLICATION (Kindly select one):** Research Centre [  ] Research Institute [  ]

**NATURE OF APPLICATION** (*Indicate as appropriate*):

New [  ]

Replacement of an existing Institute/Centre

[  ]

If replacement, name of the Institute/Centre:

**1. PROPOSED NAME OF INSTITUTE/CENTRE:**

**2. FACULTY OF DOMICILATION:**

**3. CONTACT PERSON MAKING THE APPLICATION:**

**4. DATE OF SUBMISSION (dd/mm/yyyy):**

**5. EXECUTIVE SUMMARY (Max 600 words):**

**6. Proposed Vision**

**7. Proposed Mission**

**8. BACKGROUND TO THE PROPOSED INSTITUTE/RESEARCH CENTRES**

**9. RATIONALE/JUSTIFICATION FOR THE ESTABLISHMENT OF THE INSTITUTE /CENTRE** *(Expand on this by describing some national and global problems and then justify how the Centre can serve as a platform to address these. the problems and justification should align with proposed objectives outlined below for clarity. Again opportunities of the INSTITUTE/CENTRE globally (if any), nationally and in an urban/commercial setting such as Lagos, should be elaborated. what's new that the Institute/Research Centre is bringing on board and how does it compete with similar Institute/Research Centres or Institutes. Statistics and references will be helpful here. The justification is critical and should demonstrate clear need. Kindly note that the use of words like taking leadership, leapfrogging, first-class, world class etc can help our description).*

**10. GENERAL AND SPECIFIC OBJECTIVES OF THE INSTITUTE/ RESEARCH CENTRE:** *(Usually in several broad categories: research, capacity building/mentorship of future leaders and research implementation. Others are: policy formulation, advocacy etc).*

**GENERAL OBJECTIVE/AIM:**

**SPECIFIC OBJECTIVES:**

**11. DESCRIPTION OF ACTIVITIES OF THE INSTITUTE/CENTRE** – *(Align with Objectives above).*

**12. BENEFITS/IMPACT OF INSTITUTE/CENTRE TO THE FACULTY, UNIVERSITY, NIGERIA, AFRICA AND GLOBAL** *(kindly use sub-headings for each).*

**13. DESCRIBE SUSTAINABILITY PLANS FOR THE CENTRE AROUND UNIQUE COMPETITIVE STRENGTHS MOTIVATED IN THE JUSTIFICATION/OBJECTIVES – (What do you envision in the next 5 years?):**

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**14. STRATEGIES THAT COULD ADVANCE THE INSITUTE/RESEARCH CENTRES - COLLABORATION WITH PROFESSIONAL GROUPS, UNIVERSITIES, INDUSTRIES ETC.**

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**15. OPERATIONAL STRUCTURE:** Describe governance structure of the Institute/Research Centre with the Director as Principal... Other Research Clusters in the Institutes/Research Centres that deals with the Research, capacity building and other governance. *Faculty members should be innovative and ideas should drive this process*). Note that the Guideline for the Administration of Research Institutes and Centres in the University of Lagos shall apply.

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**Proposed members of the Advisory Board** (*List at least 5 proposed external members, if approved*):

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**16. RESOURCES REQUIRED FOR THE INSTITUTE/RESEARCH CENTRE** (*Note that all Institutes and Research Centres are to innovatively mobilize the appropriate resources required for this entity*).

<b>FUNDING:</b> <b>SPACE:</b> <b>EQUIPMENT:</b> <b>OTHERS:</b>
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**17. RESOURCES AVAILABLE FOR THE INSTITUTE/RESEARCH CENTRE:**

<b>FUNDING:</b> <b>SPACE:</b> <b>EQUIPMENT:</b> <b>OTHERS:</b>
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**18: TEAM MEMBERS SHOWING DEPARTMENTS, FACULTY AND SPECIALTY**

**PROPOSED HEAD/DIRECTOR:**

**Director/Team members**

S/NO.	NAME OF ACADEMIC	FACULTY	DEPARTME	RANK	QUALIFICATION	RESEARCH AREA
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	<b>STAFF</b>		<b>NT</b>			

Add additional rows as appropriate. **Also attach CV of proposed Director and three members of the team.**

**19. COLLABORATING ORGANIZATIONS** (*Universities, Institutes, Industry, Foundation, Government Ministries, Departments and Agencies (MDAs); UN Agencies etc*) [Attach evidence of at least TWO correspondences with any of the team members proposing the Institute/Research Centres]

**a. Individual collaborators**

S/No.	Name	Position	Interest	Organization

Add additional rows as appropriate.

**b. Organizations**

S/No.	Name of Organization	Contact Person	Country	Remarks

Add additional rows as appropriate.

**20. TRACK RECORD OF PROPOSED TEAM** (*This should be in the form of Research Grants won, collaboration, and other linkages. This should be succinctly described. For example, Prof. John Paul was Lead consultant to UN Peace Mission..., collaborated with ... won several grants: Name of project, Sponsor and grant amount; Principal Investigator to xx xxx*).

S/No.	Name	Track record


*Add additional rows as appropriate.*

**21. ACADEMIC PROGRAMMES:** *Indicate possibilities of running postgraduate programmes . List possible Masters and Ph.D programmes*

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*Research Institutes/Cenres that wishes to commence academic programmes shall apply through the statutory procedures of the School of Postgraduate Studies and the Academic Programme Committee.*

**22. OTHER RELEVANT INFORMATION**

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**21. CONCLUSION**

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**22. PROPOSER INFORMATION**

**Name of Proposer:**

**Rank:**

**Department:**

**Faculty:**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

**23. REFERENCES**

**24. ENCLOSURES**

S/NO.	DESCRIPTION	ATTACHED: YES OR NO?
1.	CV of Proposed Director	
2.	CV of three team members	
3.	Evidence of collaboration with individuals	
4.	Evidence of collaboration with organizations	
5.	Grant/Funding information	

*All Research Centres shall operate through the Research & Innovation Office  
Please return completed application to the Research and Innovation Office  
Thank you.*