

**K/C/D/I**

 **INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA**

# PROPOSAL FOR FOCUS GROUP DISCUSSION UNDER RESEARCH GRANT (PROJECT ID)

**1.0 INTRODUCTION**

The purpose of this proposal is to seek approval from the University authority to allow us to conduct a Focus Group Discussion as a method to collect data, thus to complete our research under the Grant Scheme (Project ID: **XXXX**) entitled…. The workshop will be utilising the budget allocated under this project. The workshop will be held for… at the…..

# 2.0 PROPOSED DATE AND VENUE OF WORKSHOP

Date:

Day:

Venue:

# OBJECTIVES OF THE WORKSHOP

The objectives of the workshop are as below:

# 4.0 FGD SESSION OUTLINE

|  |  |  |
| --- | --- | --- |
| **Date / Day** | **Time** | **Activities** |
|  |  |  |

**5.0 ESTIMATED BUDGET**

The proposed budget breakdown for the workshop is as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Description** | **Rate** | **Total (RM)** |
| 1. | Hostel accommodation |  |  |
| 2. | Venue |  |  |
| 3. | Token (cash) for 30 participants |  |  |
| 4. | Souvenir for 30 participants |  |  |
| 5. | Meals (Breakfast, Tea Break & Lunch) |  |  |
| 6. | Allowance for committee assistances(preparation for FGD, ushering during FGD & data transcribing from FGD) |  |  |
| 7. | Travelling expenses (toll & mileage ) |  |  |
| **GRAND TOTAL** |  |

# PARTICIPANTS

Prepared by:

**Name**

**Principal Researcher**