Guidelines for Internal Claims for Research Papers.

The URB strongly believes that faculty should be awarded for their research productivity. Therefore, faculty members who have published a paper in a journal indexed in Scopus or Web of Science for this academic year will receive 350 OMR (subject to limited funding) for each paper and this will be distributed equally among the DU faculty who have co-authored the paper.

Checklist for applicants:

When you have received notification that your paper has been published, fill out the Internal Incentives Claim form. Have the form signed by your Chairperson, your College Research Committee (CRC) who will carefully review your application, your dean, and then submit it to the Chairperson of the URB. Your application will be discussed by the URB.

Please note that:

a. Applicants should have spent at least one semester in residence at DU. The paper should represent original research that contributes to advancing the knowledge of the field.

b. Clear evidence of DU’s affiliation, a copy of the paper, the impact factor, updated CV, and strong evidence that the paper has been indexed in Scopus or Web of Science must be presented along with your application.

c. Papers published online, assigned with a DOI will be considered and subject to review by the URB.

d. After approval from the URB, DVC and VC, applicants should receive a notice of approval from the URB Chairperson via the Department of Research.

e. It is the applicant responsibility to call/e-mail/follow up with the Finance department to receive his/her payment. The applicant may also ask the secretary of his/her department to follow up with the Finance Department regarding his/her payment.

Funding is limited to the scope of the URB budget.