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ARAB BANK



مؤسسة عبد الحميد شومان  
ABDUL HAMEED SHOMAN FOUNDATION

## **Abdul Hameed Shoman Scientific Research Support Fund Application Guide**

**Scientific Research Department**

**The Abdul Hameed Shoman Foundation**

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# Introduction

Today, we're living in a world where increasingly complicated challenges need innovative solutions. It has become important to enable and support scientific research and enhance the link between scientific research objectives and outputs on one hand, and the development and technology priorities within various sectors on the other hand, which makes it necessary to direct the scientific research towards innovation. Investing in scientific research and innovation is a society's investment in future. It inspires ideas and initiatives and paves the road not only to fulfilling the basic needs of each society, but also to boosting work for a better future.

In Abdul Hameed Shoman Foundation (AHSF), we believe in the key role played by scientific research and researchers in spreading knowledge, expanding horizons and finding practical solutions for the society's needs that have become complicated and multifaceted. The sustainable and long-term social effect made by applied scientific research, especially the one that realizes the importance of diversity in a research team and alignment with the development priorities and innovation direction, invites us all to contribute to scientific research, celebrate researchers and promote more scientific, technological and societal innovation.

The purpose of this Guide is to help researchers submit their research proposals and answer any questions they may have during their submission process.

If you have any further inquiries, you can contact the Scientific Research Department via email:

 [Research.Fund@Shoman.org.jo](mailto:Research.Fund@Shoman.org.jo)

You can also contact us via a phone call during regular working hours from Sunday through Thursday on the following number:

 **+962 6 4645153** extension: 990

## Fund's philosophy

In line with the vision of AHSF in supporting and encouraging scientific research in universities and scientific research centers of Jordan, and in establishment of AHSF objectives as a leadership mindset, Abdul Hameed Shoman Scientific Research Support Fund was established in 1999.

This support went to several universities and research centers in Jordan, resulting in over 180 scientific papers published in peer-reviewed journals in the fields of medical and health sciences, engineering sciences, environmental and agricultural sciences, basic sciences, social and economic sciences and humanities, information technology and digital economy.

Through the Fund, AHSF aims to support research that uses a methodological analysis of society's problems, basic needs, and economic, social, educational, cultural, environmental and health aspirations to bring scientific and technical institutions closer to the surrounding communities and contribute to the enhancement of comprehensive development strategies and facilitation of Jordanian society's communication with advanced societies.

The Abdul Hameed Shoman Fund also aims to assist and provide researchers with the necessary tools to access new areas of science and experience, as well as to highlight the role of research centers and universities as platforms for disseminating knowledge, stimulating innovation and finding solutions to local challenges in order to ensure a sustainable and promising future.

### **Fund Objectives**

- Support applied scientific research of added value, and leading to innovative solutions.
- Encourage participation in scientific research at higher education institutions and cooperation with national and international research centers.
- Direct researchers to address topics that meet the needs of the Jordanian society and contribute to tackling national and international challenges.

### **Fund Management Committee**

The Abdul Hameed Shoman Scientific Research Support Fund is run by the Scientific Research Department at AHSF under instructions, regulation and procedures in place and supervised by an ad-hoc committee named “Abdul Hameed Shoman Scientific Research Support Fund Management Committee.” This Committee consists of a chairperson and a number of members with prestigious positions as academics and researchers at various universities and research intuitions of Jordan, as well as experts in Jordan’s labor market. The Fund Management Committee has a subcommittee, the Scientific Committee, consisting of three academics to review the research proposals and provide the recommendations necessary for the Fund Management Committee to make its decisions.

### **Applicant requirements**

- To hold a PhD degree;
- To be a resident in Jordan – regardless of his/her nationality; and
- To belong to a research or academic institution or center in Jordan.

### **Research proposal requirements**

- To be among the national priorities of scientific research;
- To be in line with AHSF objectives and orientations regarding scientific research support
- To be applicable and of added value
- Master/PhD thesis or graduation project will not be eligible

## General Provisions

- The funding cap will be 20,000 JOD, including research compensation and publication costs.
- The project duration shall not exceed 24 months (two years), beginning at the time of signing the agreement.
- The principal investigator (Applicant) shall be a resident of Jordan – regardless of his/her nationality.
- The principal investigator (Applicant) shall be working for an academic or research institution in Jordan.
- The principal investigator (Applicant) shall hold a PhD degree.
- The researcher(s) shall have sufficient experience to complete the project.
- The proposal shall be among the national priorities of scientific research.
- The proposal shall be in line with AHSF objectives, orientations and ethics regarding scientific research support.
- The submitted proposal shall be Applicable and of added value.
- The research entity shall provide no less than 30% of the total amount required for the research implementation as a contribution to the project (in cash or in kind).
- The researchers' reward shall not exceed 30% of the project's budget, up to JOD 2,000 if the research is to be implemented within 12 months, and up to JOD 4,000 if the research is to take longer than 12 months. The demanded reward must be included in the support application and the agreement shall specify the reward payment method.
- The application shall be submitted by creating an account and filling the required information in the system available online at the AHSF's website [www.shoman.org](http://www.shoman.org) under Abdul Hameed Shoman Scientific Research Support Fund Program.
- All forms and applications must be filled through the system, and no application submitted via email or in a hardcopy or formal letter formats will be accepted.
- All forms and documents must be completed, as any application with incomplete information will be disregarded and rejected immediately.
- No activity or event of the project shall be commenced before an approval decision is made and support agreement is signed.

- AHSF shall reserve the right to require a modification to the project proposal or budget to be made as it may deem appropriate.
- AHSF shall reserve the right to apologize for declining any application with no obligation to explain its reasons therefor.
- AHSF is not obliged to support all applications submitted to the Fund even if they meet all eligibility requirements.
- We strongly encourage applicants to watch the guidance videos (available at the Fund's website and social media channels) to fill their applications accurately.

## Application

All specializations are welcome to apply for a support. Specializations fall within 6 main fields as follows:

1. Medical and health sciences.
2. Basic sciences.
3. Engineering sciences.
4. Social & economic sciences and humanities.
5. Agricultural and environmental sciences.
6. Telecommunications, information technology and digital economy.

Application shall be made at the system, and a researcher shall fill the required fields as shown in the video, including:

- Information on the lead researcher and assistant researchers.
- A summary of the research proposal.
- An introduction to the research proposal.
- The latest and most significant publication made in the research topic.
- The method used in the research.
- References.
- Time plan.
- Objectives and activities.
- Proposed budget in details.

Upon starting to fill an application, please take the following into consideration:

- All required fields of personal information, academic qualifications and achievements must be filled.
- The project commencement date shall be 01.01.2026.
- The project shall be split into stages associated with specific objectives, activities and timeframe.
- Make sure all of the required attachments are uploaded and use the required forms to fill some of them at the system, which are:
  - A copy of ID card or passport.
  - CV.
  - PhD certificate.
  - Research center's registration certificate.
  - Other attachments (if required).
- Applications that fail to meet the requirements or are incomplete will be disregarded.
- For any further attachments that support your research proposal, such as photos or schedules, you can attach them to a single file in the attachments (supporting documents), provided that such a file is in a png, jpeg, excel or word format, and the size of attachment does not exceed 10 megabytes.
- You can refer to the application video available at each page of the system and can be found at the top left corner.

## Assessment

The research proposal assessment process includes several stages as follows:

### Initial Screening:

Criteria: to fulfill all requirements and verify the research applicability and added value.

Step 1: to ensure all fields are filled and all requirements are met.

Step 2: to present the proposals to the Scientific Committee and take the necessary recommendations to decline or refer to the external assessment committee.

### **External assessment:**

The research proposals are assessed by external assessment committees as follows:

- Title (5%).
- Abstract and keywords (15%).
- Literature review (previous studies) (10%).
- Research methodology (25%).
- Project content and impact (20%).
- References and citations (5%).
- Action plan and budget (15%).
- Research team and cooperation (5%).

During this stage, the research proposal will be sent to assessors holding prestigious academic positions and having the same research experience of the proposed research. Each assessor will make his/her recommendations to decline or accept under certain modifications based on the following scale:

- Unacceptable.
- Poor.
- Good.
- Very good.
- Excellent.

### **Scientific Committee's revision:**

The Scientific Committee will review the assessments and recommendations of each proposal; and based on those assessments, one of the following recommendations will be made:

- Acceptance recommendation.
- Decline recommendation.
- A third reviewer will be suggested due to conflict of the assessment results.

### **Presentation of proposal, assessments and recommendations to the Abdul Hameed Shoman Scientific Research Support Fund Management Committee for a decision:**

#### **Criteria:**

- The submitted research proposal shall be of an added value for the scientific society and Jordanian society.
- The submitted research proposal shall have an applicable aspect.



- The recommendations and assessments shall be in line with the submitted research proposal.

The Committee will make its decision to accept or decline based on the above criteria. The Committee's decision is final and unchallengeable.