



SRI LANKA DENTAL ASSOCIATION

275/75, PROF. STANLEY WIJESUNDARA MW.
OFF BAUDDHALOKA MAWATHA, COLOMBO 7
+94 11 259-5147 | CONTACT@SLDA.LK

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Regulations Governing the Award of SLDA Research Grant 2027

OVERVIEW

- Grant shall be given for **a period of 12 months** from the effective date of award and **may be extended for a further 12 months, based on the circumstances.**
- Two (02) grants will be awarded in the following areas of research
 - Clinical / lab-based research
 - Public health research / General practice-based research
- Maximum grant amount will be
 - Rs. 400,000/= for Clinical / lab-based research
 - Rs. 150,000/= for Public health research / General practice-based research
- All applications shall go through the Research Award Committee of SLDA which in turn will recommend to the SLDA Council of its decision. The final decision shall be made by the SLDA Council.

1. ELIGIBILITY

- 1.1. The applicant shall be
 - 1.1.1. the principal investigator (PI) in the research project &
 - 1.1.2. a life member of SLDA
 - 1.1.3. The scope of research should be relevant to his/her field of work/specialty
- 1.2. If there are co-investigators, they should be life or associate/ annual members of the SLDA

- 1.3. Applicants should apply prior to closing date on the prescribed application form giving all the details and must send the application through head of the department or superior officer approving the application.
- 1.4. Any member is only entitled for One grant in two years from SLDA as a Principal Investigator (PI) but he/she may function as a co-researcher for another research funded by the grant.
- 1.5. Those who have obtained the SLDA Research Grant but did not present their findings and those who have not carried out Research Projects to the satisfaction of the Research Committee shall not be eligible for any more grants.
- 1.6. All equipment purchased under the Grant shall be placed in the inventory of the Department in which the grantee is employed. The name of the Department in which the above items are to be maintained shall be indicated in the original application. In the case of a Private Practitioner, he should hand over such equipment back to SLDA.

2. **PROCESSING OF APPLICATIONS**

- 2.1. Calling applications for Research Grant shall be announced by **15th October** each year the latest and applications shall be closed by **30th November** or on a date decided by the Executive Council. The final decision shall be made within **three (3) months** from the closing date the latest. Application forms and Regulations governing the award of SLDA Research Grant can be downloaded from the SLDA website.
- 2.2. Each applicant for Research Grant shall complete the form and forward the **original plus two (2) photocopies of the application** along with **three copies of research proposal, budget and ethical clearance certificate**, through the Head of the Department or the Superior Officer concerned, before the closing date by **registered post** to the **Honorary General Secretary, Sri Lanka Dental Association, 275/75, Prof. Stanley Wijesundara Mawatha, Off Baudhaloka Mawatha, Colombo 07**. Instead of sending hard copies, the same can be emailed to SLDA email contact@slda.lk.

- 2.3. The Head of the Department or Superior Officer shall forward all applications with his recommendations.
- 2.4. Chairman and members of Research Committee shall categorize (as Clinical & Public Health research) and evaluate all applications received. Those in conformity with the objectives of SLDA shall be placed in order of priority based on criteria. Priority list for award of the Research Grant shall be given to the President of the SLDA after evaluation.
- 2.5. The Chairman shall forward all acceptable applications together with a report to the Executive Council. Any application acceptable, subject to corrections or any queries shall be placed before the Executive Council.
- 2.6. All grantees shall be informed of the result of their applications within **three (3) months** from the closing date. Other applicants also will be informed of their failure.

3. **PRIORITY FOR RESEARCH GRANT**

- 3.1. A separate research fund will be maintained for this purpose. The Executive Council shall decide the maximum amount available for issue of grant depending on the strength of the research fund each year.
- 3.2. Preference shall be given to those applicants who had not received any SLDA Research Grant. Applicants who have not been punctual in submitting their progress reports/Final reports in their previous grants may be given the lowest priority.
- 3.3. Priority will be given first to the research projects with social benefit and next to benefit of dental profession (scientific benefit).

4. **ACCEPTANCE AND DISBURSEMENT OF FUNDS**

- 4.1. Once a decision is made by the Executive Council, the Chairperson, Research Committee will inform the applicant.
- 4.2. All successful applicants should inform the Chairperson, Research Committee, of the date of receipt of the letter of allocation, or the date as specified in the award

letter, their desire to accept the award. The applicant must make arrangement to sign an agreement with the President of SLDA in the presence of the Chairman of the Research Subcommittee on a convenient date for both parties prior to the date specified in the award letter. **The date of the agreement will be considered as the effective date of the grant for all purposes.**

- 4.3. A copy of the signed agreement shall be sent to respective Head of Department/Superior Officer for his information and necessary follow up action if any.
- 4.4. Funds will be paid on reimbursement basis *i.e.* once the research is completed and all progress reports and financial reports (including bills) are submitted to the Research Committee of the SLDA.
- 4.5. However, in case of research involving purchase of instruments and equipment, the grantee can claim up to 50% of the total grant amount by producing relevant quotations.
- 4.6. No funds shall be allocated to pay for Principal investigator or co-investigators on a monthly/daily basis. However, a reasonable amount may be paid to other personnel on an *ad hoc* or casual basis for any services rendered towards the research project and for which budgetary allocations have been approved in the Grant.
- 4.7. All equipment purchased from the Research Grant shall be entered in the Permanent Inventory book of the Dept. in which the grantee is employed or else returned back to SLDA. All grantees shall make a subsidiary inventory for research project giving details of all items (e.g. consumables, equipment etc.) purchased from the Grant and also maintain a ledger for all cash transactions.

5. **SUBMISSION OF PROGRESS & FINAL REPORTS**

- 5.1. The progress reports should be submitted every 4 months from the effective date of the grant and the final report shall be submitted on completion of 12 months from the effective date. If the research cannot be completed within 12 months, a written permission should be obtained from SLDA Research Committee. Maximum duration allowed is 24 months based on the circumstances. If the

researcher is allowed to go ahead with the research for 24 months, he should continue to send progress reports every 4 months. Further extensions of research period will be at the discretion of the Council of the SLDA.

- 5.2. It is generally expected that at least 50% of the work is done within six months from effective date. It is the duty of the grantee to submit the report in time. SLDA holds no responsibility to send any reminders.

6. **EVALUATION**

- 6.1. The progress reports, when received by SLDA, shall be handed over to Chairman of Research Committee. All such reports shall be evaluated by the Research committee and decisions will be tabled at the following Executive Council meeting.
- 6.2. Release of funds (except for the research specified in 4.5) will be on production of the final report including the budget and the bills of expenditure.

7. **PUBLICATION AND PRESENTATION OF THE RESEARCH FINDINGS**

- 7.1. The research could be published in an indexed peer reviewed journal or be presented in a recognized scientific forum, preferably the Annual Scientific Sessions of the SLDA. However, it is mandatory to acknowledge SLDA mentioning that the research project had been funded by SLDA giving the Research Grant Number.
- 7.2. If the above criterion has not been fulfilled the grantee shall not be considered for any SLDA benefits thereafter. He/ She will not be eligible for any more research grants.

8. **OTHER CONSIDERATIONS**

- 8.1. Any request for extension of the approved period to complete the research project, or submitting of report, should be made to the President of SLDA well ahead of lapsing of such period.
- 8.2. When expenses for research exceed the amount advertised by SLDA, an explanatory note should be attached as to how the balance money will be obtained. The source from which they claim the balance money should be aware

of the amount of funding from SLDA and the Regulations governing SLDA Research Grant. Under no circumstances, the funding from multiple sources should exceed the amount required for the research and, if malpractice is detected, the research grantee agrees to pay back all money paid by SLDA and the SLDA Research Grant to him/her to be terminated.

- 8.3. The President shall get the approval of the Research Committee and the Executive Council prior to releasing funds to the grantee.
- 8.4. SLDA research Grant money shall always be sent through the Superior Officer and receipt should be acknowledged every time by the recipient and counter signed by the Superior Officer as received or handed over as per situation. The cheque will be written in the name of the grantee and shall be an 'Account Payee Only' cheque. Under no circumstances shall cash be paid.
- 8.5. If the research grantee, having utilized the portion of the grant, had to wind up the project without making any significant contribution towards the objectives of the project due to his/her leave of absence or any other reason, and/or in the opinion of SLDA Executive Council the Grantee has wasted the SLDA financial resource, the Grantee agrees to pay back all money spent under the Grant.