



**ZETECH
UNIVERSITY**

OFFICE OF THE DEPUTY VICE CHANCELLOR
Academics, Research & Students' Affairs

INTERNAL MEMO

FROM: DEPUTY VICE CHANCELLOR (ARS)

REF: ZU/5/1/MEMO/004

TO: ALL STAFF

DATE: 14th APRIL 2026

SUBJECT: THIRD VICE-CHANCELLOR'S RESEARCH AND INNOVATION GRANT:
INTERNAL CALL FOR PROPOSALS

To support the realisation of Zetech University's Research and Innovation mandate, the University, through the Directorate of Research, Innovation and Postgraduate Studies, announces the 3rd Vice-Chancellor's Research and Innovation Grant. The aim of the grant is to strengthen the research and innovation culture within the University and contribute to the national development agenda. The proposed research must be carried out in Kenya and should include an application component that provides potential benefits to beneficiaries.

Thematic Areas of Focus for the 2026 Call:

- i. Agriculture and Food Security
- ii. Health and Disease Prevention
- iii. Water, Sanitation and Hygiene (WASH)
- iv. Energy and Climate Change
- v. Education and Skills Development
- vi. Poverty Reduction and Social Inclusion
- vii. Science, Technology and Innovation (STI)
- viii. Business, Finance and Economics
- ix. Policy and Governance

Eligibility

Applicants should review the Vice-Chancellor's Research and Innovation Grant guidelines and eligibility requirements on the University website. Submissions are welcomed from full-time teaching staff, technical personnel, and current postgraduate students of Zetech University.

The following are not eligible to apply:

- i. Members of the University Management Board
- ii. Members of the University Research Review Committee
- iii. Beneficiaries of previous calls whose funded project is incomplete

Grant Ceiling

- i. Interdisciplinary research projects: Up to KES 1,000,000 per proposal (maximum duration: 2 years), subject to satisfactory technical and financial reports.
- ii. Individual researchers: Up to KES 250,000 per proposal (maximum duration: 1 year), subject to satisfactory technical and financial reports.

Eligible Costs

- i. Research permit, data collection, data analysis, publication, conference registration fees, participation costs, and facilitation for the researcher and collaborators.
- ii. Not more than 15% of the total budget should be allocated to report writing and/or monitoring and evaluation.
- iii. Subsistence allowances should not exceed 20% of the total awarded amount.
- iv. The research fund will not support any other costs outside those listed above. All capital items purchased using the fund will revert to the University upon project completion.

Research Proposal Format

The proposal should not exceed 15 pages, using Montserrat Medium font size 11 and 1.15 spacing.

Deliverables

All successful grantees are expected to:

- i. Submit a progress report every three months
- ii. Publish at least one (1) paper in a peer-reviewed journal
- iii. Acknowledge Zetech University funding in all publications
- iv. Submit a soft copy of the published paper to the University Library
- v. Make a seminar presentation at the end of the project to disseminate findings
- vi. Co-register any Intellectual Property arising from the research with the University

Proposal Submission and Deadline

Proposals should be submitted using the official application form available on the research portal or at the Directorate of Research, Innovation and Postgraduate Studies Office by Tuesday, 30th June 2026 at 5:00 pm. Late submissions will not be accepted.

The proposals are supposed to be submitted electronically to: research.extensions@zitech.ac.ke

Yours sincerely,



Prof. Alice Njuguna, **ACADEMICS, RESEARCH AND STUDENT AFFAIRS**

Deputy Vice Chancellor-Academic Research and Student Affairs



CC Vice Chancellor