

**BORANG PERMOHONAN PERUNTUKAN**

**PROGRAM KERJAYA, USAHAWAN DAN JARINGAN PINTAR (PaKaT)**

**SENARAI DOKUMEN SOKONGAN YANG PERLU DILAMPIRKAN BERSAMA LAPORAN PROGRAM**

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| Bil | Perkara | Kritetia Knowledge Transfer Program (KTP) | Tanda |
| 1. | Penglibatan | Pelajar |  |
| Komuniti ( minimum 4 kominiti yang berbeza) |  |
| Rakan Strategik / industri |  |
| 2. | Kewangan | Mendapat sumbangan luar (tajaan dari pihak luar atau rakan strategik / industri berbentuk duit atau *in kind*) |  |
| 3. | Program | Tempoh maksimum pelaksanaan program selama 6 bulan |  |
| Penganjuran program bersifat pemindahan kepakaran/ilmu dari pensyarah UniSZA kepada komuniti |  |
| Program yang membantu kebolehpasaran graduan UniSZA |  |
| 4. | Pengisian Data  dan Dokumentasi | Surat pembiayaan program yang menunjukkan pembiayaan bersama dengan pihak luar (sumber dana) (KPT/PTj/Dana luar) |  |
| Surat pembiayaan program (PaKaT) | ` |
| Surat kerjasama industri /pihak luar |  |
| Surat / dokumen Bukti sumbangan industri (duit/in kind; makan minum, kepakaran, tempat dll) |  |
| Borang kehadiran peserta (**secara manual**) |  |
| Borang soal selidik projek (memberikan hasil yang boleh diukur iaitu keberhasilan dan impak) beserta laporan analisa komuniti (**Pre dan Post**) |  |
| Gambar-gambar program beserta kapsyen |  |
| Hasil analisis |  |

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| 1. **MAKLUMAT PROGRAM /** *Information of Program* | |
| **KOD RUJUKAN PROGRAM:**  Reference Code of *Program:* |  |

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| 1. **MAKLUMAT KETUA PROGRAM /** *Details of Program Leader* | | | | |
| 1. **NAMA KETUA PROJEK:**   *Name of Program Leader:* |  | | | |
| 1. **NO. KAD PENGENALAN:**   ID No.: |  | | | |
| 1. **FAKULTI/JABATAN:**   Faculty/School/Centre:  (**Alamat Penuh**/Full Address): |  | | | |
| 1. **DIREKTORI:**   Directory: | **NO. TELEFON** PEJABAT:  Office Phone No.: | **NO. FAKSIMILI:**  Fax No.: | **NO. TELEFON BIMBIT:**  Mobile No.: | **ALAMAT EMEL:**  E-mail Address: |
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| 1. **MAKLUMAT PROGRAM /** *Details of Program* | | | |
| 1. **TAJUK** *Program***:**   *Title of Program:* |  | | |
| 1. **OBJEKTIF** *Program***:**   *Objective(s) OF Program:*  **Sila senaraikan objektif asal dan perubahan objektif, sekiranya ada/** *Please list down original and changes objective(s), if any.* | **OBJEKTIF BERDASARKAN PERMOHONAN/**  *Objective(s) based on application* | | **SILA TANDAKAN (/) SEKIRANYA MENCAPAI OBJEKTIF/** *Please tick (/) if objective(s) achieved:* |
| **1.** | |  |
| **2.** | |  |
| **3.** | |  |
| **4.** | |  |
| **5.** | |  |
| **PERUBAHAN OBJEKTIF /**  *Changes Objective(s)* | | **SILA TANDAKAN (/) SEKIRANYA MENCAPAI OBJEKTIF/** *Please tick (/) if objective(s) achieved:* |
| **1.** | |  |
| **2.** | |  |
| **3.** | |  |
| **4.** | |  |
| **5.** | |  |
| 1. **TEMPOH PROGRAM:**   **Tarikh berdasarkan surat kelulusan dari pusat bertanggungjawab UA masing-masing.**  *Duration of Project:*  *Date is based on approval letter from UA responsible centre.* | **TEMPOH:**  Duration: |  | |
| **TARIKH KUAT KUASA:**  Effective Date: |  | |
| **TARIKH TAMAT:**  End Date: |  | |
| 1. **LOKASI PROGRAM:**   *Location(s) of Project:*  **Alamat PROGRAM/** *Full Address* | **1.** | | |
| **2.** | | |

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| 1. **MAKLUMAT KOMUNITI PROGRAM/** *Details of Community(s) Program* | | | | | | | | | |
| 1. **NAMA KOMUNITI:**   *Name of Community:* |  | | | | | | | | |
| 1. **NAMA KETUA KOMUNITI:**   *Name of Community Leader:* |  | | | | | | | | |
| 1. **JAWATAN KETUA KOMUNITI:**   *Designation of Community Leader:* |  | | | | | | | | |
| 1. **MAKLUMAT PERHUBUNGAN:**   *Contact Person:* | **NO. TELEFON** PEJABAT:  Office Phone No.: | | **NO. FAKSIMILI:**  Fax No.: | | | **NO. TELEFON BIMBIT:**  Mobile No.: | | **ALAMAT EMEL:**  E-mail Address: | |
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| 1. **JENIS PENDAFTARAN SYARIKAT/KOMUNITI:**   *Type of Company Registration/Community:* |  | **Persendirian** | |  | **Berhad** | |  | | **Organisasi** |
|  | **Masyarakat** | |  | **Koperasi** | |  | | **Koperasi** |
|  | **NGO** | |  | **Lain-Lain (Sila Nyatakan): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | |
| 1. **BILANGAN PEKERJA/AHLI DALAM KOMUNITI:**   *No. of Employees/: No. of Members in Community:* |  | | | | | | | | |
| 1. **PEKERJAAN UTAMA KOMUNITI:**   *Main Job of Community:* |  | | | | | | | | |

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| 1. **MAKLUMAT AGENSI PROGRAM/** *Details of Agency Program* | | | | | |
| 1. **NAMA AGENSI KERAJAAN/SWASTA 1:**   *Name of Government/Private Agency:* |  | | | | |
| 1. **NAMA KETUA AGENSI KERAJAAN/SWASTA 1:**   *Name of Government/Private Agency Leader:* |  | | | **JAWATAN:**  *Designation:* | |
|  | |
| 1. **MAKLUMAT PERHUBUNGAN:**   *Contact Person:* | **NO. TELEFON** PEJABAT:  *Office Phone No.:* | **NO. FAKSIMILI:**  *Fax No.:* | **NO. TELEFON BIMBIT:**  *Mobile No.:* | | **ALAMAT EMEL:**  *E-mail Address:* |
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| 1. **ALAMAT PENUH:**   *Full Address:* |  | | | | |
| 1. **NAMA AGENSI KERAJAAN/SWASTA 2:**   *Name of Government/Private Agency:* |  | | | | |
| 1. **NAMA KETUA AGENSI KERAJAAN/SWASTA 2:**   *Name of Government/Private Agency Leader:* |  | | | **JAWATAN:**  *Designation:* | |
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| 1. **MAKLUMAT PERHUBUNGAN:**   *Contact Person:* | **NO. TELEFON** PEJABAT:  *Office Phone No.:* | **NO. FAKSIMILI:**  *Fax No.:* | **NO. TELEFON BIMBIT:**  *Mobile No.:* | | **ALAMAT EMEL:**  *E-mail Address:* |
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| 1. **ALAMAT PENUH:**   *Full Address:* |  | | | | |

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| 1. **LAPORAN KEWANGAN (Isi yang berkaitan sahaja)**   ***FINANCIAL REPORT (Kindly fill in the relevant details only)*** | | | | |
| **SKOP PEMBIAYAAN**  *Scope of funding* | **SUMBER KEWANGAN SETARA / TAJAAN LUAR (RM)**  *Source of In Kind (RM)* | **PERUNTUKAN YANG DILULUSKAN (RM)**  *Approved Budget (RM)* | **JUMLAH PERBELANJAAN (RM)**  *Total Expenses (RM)* | **JUMLAH BAKI (RM)**  *Total Balance (RM)* |
| **PERJALANAN DAN PENGANGKUTAN**  *Travels and Transports* |  |  |  |  |
| **PERHUBUNGAN DAN UTILITI**  *Communications and Utilities* |  |  |  |  |
| **SEWAAN**  *Rentals* |  |  |  |  |
| **BEKALAN DAN BAHAN PROGRAM**  *Supplies and programme materials* |  |  |  |  |
| **PERKHIDMATAN IKHTISAS**  *Professional services* |  |  |  |  |
| **AKSESORI, PERALATAN DAN PERISIAN**  *Accessories, equipment and software* |  |  |  |  |
| ***JUMLAH KESELURUHAN (RM)*** GRAND TOTAL(RM) |  |  |  |  |

\*Pecahan belanjawan setiap UA perlu dilampirkan untuk rujukan.

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| **AKUAN PEMOHON /** *Declaration by applicant* |
| Saya mengaku bahawa segala maklumat yang diberikan di atas adalah betul dan benar.  *I declare that all information given above is correct and true.*  Tarikh : Tandatangan Pemohon : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *Date : Applicant’s Signature* *:* |
| **AKUAN KETUA PTj** |
| Saya dengan ini mengaku bahawa (Sila tanda √ ):  *I hereby declared that (Please tick √ ):*  **Diperakukan:**  *Recommended:*  A. **Sangat Disokong B.** ***Tidak Disokong (Sila Nyatakan Sebab)***  *Not Recommended (Please specify reason)*  **Ulasan:**  *Comments:*  ----------------------------------------------------------------------------------------------------------------------------------------  **Nama: Tandatangan:**  *Name: Signature:*  **Tarikh:**  *Date:* |
| **AKUAN PENGARAH PaKaT** |
| Saya dengan ini mengaku bahawa (Sila tanda √ ):  *I hereby declared that (Please tick √ ):*  **Diperakukan:**  *Recommended:*  A. **Diluluskan** B.  ***B.* Tidak Diluluskan**  *Approved*  *Disapproved*    **Ulasan:**  *Comments:*  ----------------------------------------------------------------------------------------------------------------------------------------  **Nama: Tandatangan:**  *Name: Signature:*  **Tarikh:**  *Date:* |