Institute of Research and Training (IRT)

Hajee Mohammad Danesh Science and Technology University (HSTU), Dinajpur

Research Proposal Format 2023-2024

For Official Use Only (by IRT)						
Project ID	:		□ Sent for Revision (Date)	:		
Priority	:	High/ Medium/ Low	□ Date of Reviewers comments Received	:		
Received Date	:		□ IRT Decision (Date)	:		
			Accepted		**Rejected**	
Actions	:		□ Fund Allotted	:		
□ Sent for Review (Date)	:		□ Award Letter Issued (Date)	:		
Signature of the Director :						

Part- I: General Information

1.1 **Sub-Sector (faculty) :**

1.2 **Thematic area:**

1.3 **Title of proposed project :**

1.4 **Name and office address of the PI :**

1.5 **Name and office address of the Co-PI(s) :**

1.6 **a. Nature of the Project** (Check appropriate one) **:**
(i) Fundamental   (ii) Applied   (iii) Empirical   (iv) Adaptive
b. Mode of the Project
(i) Independent   (ii) Collaborative

1.7 **Name and Address of Collaborating Department(s) (if any) :**

1.8 **Location of Research Activities :**

1.9 **Duration of Project :**
Commencement :
Completion :

1.10 **Total Budget :**

1.11 **Has the project been submitted to any other agency for financial support?**
If yes: Name of the agency_____

1.12 **Has the PI been associated with any other project?**
If yes; Name of the project(s):

_____   _____   _____
    Signature of PI   Signature of Co-PI   Signature of Co-PI

1.13 **Endorsement by the Chairman of the Department**
Signature with Seal   : _____ Date:

1.14 **Endorsement by the Dean of the Faculty**
Signature with Seal   : _____ Date:

Project ID :

Part- II: Outline of the Project (Must be submitted in separate page)

2.1 **Title of the Proposed Project :**

2.2 **Project Summary (Maximum 200 words) :**

2.3 **Background of the Project (Maximum 500 words) :**

2.4 **Problem Statement (Maximum 500 words) :**

2.5 **Scope or Rationale of the Project (Maximum 300 words) :**

2.6 **Objective(s) of the project :**

2.7 **Brief review of works already performed or in progress elsewhere (Maximum 700 words) :**

2.8 **Approaches or Methodologies (Details) :**

2.9 **Work Plan of Project including activity or time bar chart :**

a. **Activity Chart of the project year I**
(Please indicate activities of your project according to month)

Activity/ Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
i.												
ii.												
iii.												
iv.												

b. **Activity Chart of the project year II**
(Please indicate activities of your project according to month)

Activity/ Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
i.												
ii.												
iii.												
iv.												

c. **Activity Chart of the project year III**
(Please indicate activities of your project according to month)

Activity/ Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
i.												
ii.												
iii.												
iv.												

2.10 **Indicators for evaluation (minimum three) :**

2.11 **Expected Output :**

2.12 **Expected Outcome :**

Part III: Budget

3.1 Summary Budget:

	Items of expenditure	Year I	Year II	Year III	Total (Tk.)	Justification
1.	Research & Development (R&D) related cost i.e. all inputs, lab./ farm chemicals & other necessary supplies etc.					
2.	Honorarium of PI & Co-PIs					
3.	Travel expenses (TA/DA) as per HSTU rules					
4.	Labor Cost (maximum 4 months/year, if any)					
5.	Office supplies and contingency					
6.	Any other items if required (please specify with justification)					
	Grand Total (1-6)					

3.2 Detailed Budget:

	Items of expenditure	Unit	Unit Cost	Year I	Year II	Year III	Total (Tk.)
1.	Research & Development (R&D) related cost i.e. all inputs, lab./ farm chemicals & other necessary supplies etc.						
	a) Seed/seedling/fish/birds/animals etc.						
	b) Fertilizer/feed/raw materials etc.						
	c) Irrigation						
	d) Pesticide/Vet. Medicine						
	e) Chemicals/lab materials						
	f) Glassware						
	g) Lab. analysis						
	h) Other supplies (specify)						
	Sub total (1)						
2.	Honorarium of PI & Co-PIs						
3.	Travel expenses (TA/DA) as per HSTU rules based on approval						
4.	Labor Cost (maximum 4 months, if any)						
5.	Office supplies and contingency						
6.	Any other items if required (please specify with justification)						
	Grand Total (1-6)						

Total Taka (in word) :

Part IV: Role of PI and Co-PI(s)

Part V: Risks assumptions

Part VI: Previous funding information from IRT since 2016-2021

Did you get any funding from IRT since 2016-2021

Yes ☐   No ☐

If your answer is yes, please fill up the following sections :

Funding year	Amount of fund (TK)	Title of the project	Submission of working report and financial statement	Paper published from research (Reference)	MS or PhD Thesis produced from this research (Reference)
2016-2017					
2017-2018					
2018-2019					
2019-2020					
2020-2021					
2021-2022					

Part VII: Principal Investigator Involved with any other Project(s)

Yes ☐   No ☐

If your answer is yes, please fill up the following sections :

Sl. No.	Title of the project	Funding year	Source & amount of fund (TK)	Any graduate student(s) involved with the project (specify)	Do you face any problem running the project at HSTU (specify)	Any paper published from this research (Reference)
1.						
2.						

Part VIII: Principal Investigator/Co-PI/Team Leader's information (Must be submitted in separate page)

Name :

Designation :

Address :

Academic qualifications :

Percentage of time devoted to : Research_____%; Teaching _____%; Administrative_____%

Hours per week to be devoted to this project :

Hours per week to be devoted to other project(s) :

Present commitments to other research projects...

      a) Title of the project :

      b) Expected date of completion :

No. of Publications :

      a) Journal :

      b) Book / Book Chapter(s): :

      c) Popular Article :

Experience of PI Relevant to Proposed Project (150 words):

_____   _____   _____
Signature of the PI   Signature of the Co-PI   Signature of the Co-PI
(With Seal)   (With Seal)   (With Seal)