

All fields will expand as needed. Submit completed form to ([researchtaskforce@bracu.ac.bd](mailto:researchtaskforce@bracu.ac.bd))

**SECTION A: PROPOSAL SUMMARY**

Proposal Title:				
Principal Investigator (PI):	Name:		Dept/ Institute:	
	Title:		Highest Degree:	
	Email: Phone Number:			

List of all Co-P.I and Research assistants below, including those from other institutions:				
Name	Email	Highest Degree	Department/ Institute	% of contribution
List of all Research Assistants below, including those from other institutions:				

<p><b>1. Abstract</b> – Please provide a concise summary of the proposed research in plain language (max. 150 words)</p>

<p><b>2. Time period</b></p>

3. <b>Students</b> – Does the project contribute to student research training?
<input type="checkbox"/> Yes, describe briefly <input type="checkbox"/> No

4. <b>Budget</b> – What is the total budget requested for this proposal over the entire research period? (Attach detailed budget)

5. <b>Facilities and Equipment</b> – Are you requesting space for a research assistant(s) and/or special equipment? If so, please describe briefly.

6. <b>Ethical Clearance</b> – Does this proposed research involve human or animal subjects? Add link to Research Ethics committee’s R. E. Form
<input type="checkbox"/> Yes If Yes link to research ethics committee’s R. E. Form
<input type="checkbox"/> No

## SECTION B: DESCRIPTION OF RESEARCH PROJECT

Please provide a detailed project description using the eight (8) section headings below. Please write in plain language, limiting the use of jargon and acronyms.
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1. <b>Background: Statement of the research problem(s) and Research Question</b> (maximum 400 words)
What is the problem you want to address? What do you want to know, prove, demonstrate, analyses, test, investigate or examine in your research? What research question are you addressing?

2. **Institutional Vale-Specific Goals** – a concise discussion of the items below (e.g. what is the external funding scenery in this topic, what particular major project proposal(s) will be submitted to external funding agencies following this research) (max 400 words)

- a. *External leveraging*: Preliminary research leading to major proposal for external funding
- b. *Interdisciplinary partnerships*: Among BracU schools/institutes, with national/international partners
- c. *Team building*: Teams of senior/experienced investigators mentoring junior/starting researchers
- d. *BracU image*: Enhancing BracU image as research university via publications and other recognition

3. **Literature review** – a concise and current review of scholarly research or important information relating to your research topic (max 400 words)

What is already known or unknown?  
What is the current gap in the literature?

4. **Relevance National or Global Level** – anticipated outcomes including potential problem solutions, or contribution to knowledge or understanding of issues (max 400 words)

Establish the importance of your project by highlighting its originality or why it is worth pursuing.  
Highlight the benefits, positive expected outcomes or innovative applications of knowledge.

- Why is your research important?
- What do you expect it will deliver? What are the expected outcomes?

5. **Research methodology** – anticipated methods to be used in research process, including main research questions, data gathering, documentation or analysis planned (max 400 words)

- What methods will you use to address your research problem?

6. **Research schedule and deliverables** – what are the major phases of your research anticipated, and what do you realistically plan to accomplish at what stage (max 400 words)

- What do you need? Do you require particular resources? (Specify any special equipment, software or material)
- Are there barriers or pitfalls that you anticipate in your planned research? Does the project involve human ethics, animal ethics or safety implications?
- Is travel or fieldwork required? If so, where to, how long and at what intervals?

7. **Budget narrative** – describe and justify your main budget items. An itemized budget spreadsheet will also be attached to this proposal

8. **Reference**- at least three scientific references published in peer review journal

### SECTION C: RIF BUDGET SPREADSHEET

Please attach your completed RIF Budget Spreadsheet.  
Please use the naming convention 'your surname'\_RGP\_budget.xml e.g. Martin\_RIF\_budget.xls

#### Estimated budget amount of the proposed research

Sl. No.	Item	Estimated Amount (TK)

1.		
2.		
3.		
5.		
6.	<b><u>Total estimated budget</u></b>	

#### SECTION D: DEAN'S EVALUATION

You must obtain the physical signature of your Dean before submitting this application form. Applications without signatures will not be accepted.

If you do not have access to digital signatures, it is recommended to :

- Print the completed form
- Obtain the Dean's signature
- Sign the application yourself
- Scan and email to [researchtaskforce@bracu.ac.bd](mailto:researchtaskforce@bracu.ac.bd) Please note: When saving this application form, please use the naming convention, 'your surname'\_RGP\_2020\_proposal.doc e.g. Faruk\_RGP\_2020\_proposal.doc

Dean's Name:		College/Department	
I endorse that this project is appropriate for the unit to undertake as part of its educational, service or research programs; that appropriate and sufficient staff are available and willing to supervise; and that adequate space and facilities are available.			<input type="checkbox"/> Yes <input type="checkbox"/> No
I approve the request for facilities and equipment. (Arrangements will be made directly with Principal Investigator)			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Comments:			
Dean's Signature:		Date:	

I certify that all information provided is true and correct at the time of submission of the research proposal.

PI's Signature:		Date:	
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Submit to: [researchtaskforce@bracu.ac.bd](mailto:researchtaskforce@bracu.ac.bd)

**APPENDICES**

Budget, biosketches, facilities, endorsement letters etc

(max 5 pages)