

Khulna University Research Cell

Khulna University

Research Grants Program (RGP)

Guideline and application form for Research Grants Program

Please read these guidelines carefully before filling the application Form.

General Information

1. Objectives:

Funding request for Research Grants Program (RGP) should be compatible with and meet the following general objectives of the program:

(1) To buildup knowledge base in important areas of science, engineering, Social Science, Commerce, arts, information & communication technology and to establish centers of excellence in specific chosen areas of national interest. (2) To provide support and service to different sectors of national economy such as agriculture, industry, trade, health, ICT as well as national important issues such as flood, cyclone, arsenic in drinking water, environmental issues and employment generation, etc. (3) To play role in Human Resource Development (HRD) in critical areas. (4) To provide supplementary support for Research and Development (R&D) related activities. (5) To promote International/Regional Scientific Programs for effective collaboration with scientific communities abroad in areas of our national interest.

2. Nature and Mode of Funding:

All support under this program is intended to accelerate rapidly viable research. In the context of National Policy and Strategy, the viability criteria will include: relevance to the economy, maturity of the technology and practical soundness. All proposals for funding will be subjected to peer review. Only those projects which are found scientifically and technically sound by such a review will be considered for funding. For transparent and uniform consideration, the proposals must be submitted in the prescribed form. The prescribed forms can be downloaded from the Website of Khulna University (www.ku.ac.bd).

Terms and Conditions of RGP:

1. Khulna University Research Cell will invite and select Research Proposals for providing support under this program.
2. Procurement of transport or furniture or making any physical construction work is prohibited. Purchase of air-cooler or refrigerator cannot be done from this fund. Procurement of refrigeration is strictly restricted to this program/project. However minor equipment may be procured with the grant.
3. Researcher(s) who had received grants from Khulna University Research Cell and have not yet completed their research project and not submitted project completion report will not be considered.
4. Duration of the research project shall be 1-2 year(s) and the total budget could be Tk. 200,000-500,000.
5. Peer Review Committee (PRC) will be formed by Khulna University Research Cell by the approval of the University authority. The committees will review the proposals submitted by various applicants and will scrutinize all applications and finalize the list of awardees for funding.
6. Awardees shall submit progress report in every six months. Final report of the project is to be submitted within a month after completion. Draft project report to be evaluated by two reviewers. Corrected project reports shall be evaluated by KURC to Examine whether the comments of the reviewers' are accommodated. PI may ignore reviewer's comment but will have to provide written justification.
7. Each project must publish at least one scientific article in a recognized peer reviewed journal. Until the article(s) is/are published the PI will not be eligible to submit any other proposal for funding by KURC
8. To encourage the researchers, honorarium at the following rates shall be provided to the Investigators. There shall be a maximum of two Investigators.
 - Principal Investigator: one month's basic salary or Tk. 50,000, whichever is minimum
 - Co-Investigator Tk. 25,000.
9. Recruitment of manpower for routine work is prohibited in this program. However, for technical work, data collection and analysis, manpower may be engaged only for a specified period which must be specified in the project proposal.

10. Undergraduate/post graduate students should be engaged in research project awarded by KURC. If students are engaged, provision for stipends to be made as follows:
 - a. Undergraduate students – Tk. 3,000 per month
 - b. Ms student – Tk. 5,000
 - c. PhD student – Tk. 10,000
11. Information sought in the project document should be given in details and list of major/ minor equipment, consumables, books/journals, etc. must be given along with approximate price of each item and all procurement have to be done in accordance with the procedure(s) mentioned in the project document.
12. Priority will be given to **the academic qualification and expertise of the applicant(s)**.
13. This policy shall be applicable for the projects awarded in 2018-2019 and in the forthcoming years.

1.

Khulna University Research Cell

Khulna University

Research Grants Program (RGP) Application Form

For Official Use Only	
ID No. KURC-RGP _____ Received on _____ By _____ Nature of the proposal <input type="checkbox"/> Adaptive/Applied Research <input type="checkbox"/> Scientific Study <input type="checkbox"/> Others	Duration: _____ (months) Starting date: Finishing date: Decision: <input type="checkbox"/> accepted for funding; <input type="checkbox"/> Sent for review <input type="checkbox"/> Returned for revision <input type="checkbox"/> Rejected

Part A: Proposal Summary

1. Title of the proposed Research:
2. Keywords: (maximum 5)
3. Summary of the proposal content (200 to 300 words):
4. Duration (months)
5. Total cost (Tk).:
6. Name and position of the (a) Principal Investigator, (b) Co-investigator (if any):
7. Endorsement by the Head/Authorized person of the applying Discipline with contact no.: _____

Part B: Content of the Research Project Proposal

2. Title of the project (Please keep the title as brief as possible while adequately identifying your research topic).
3. Background/Justification of the proposed project (300 to 500 words)
 - a. Highlight the problem suspected by the pertinent literature, to demonstrate sufficient familiarity with the published literature.
 - b. Preliminary results from the applicant(s)/other that support this application, and experience of the PI and/or co-investigator(s) which are directly pertinent to the application
4. Objective(s) of the Project :
(Objectives should be precise, specific, and result oriented and achievable within the timeframe)
5. Research Methodology: (200 to 500 words)
(Methods and approaches(s) to be taken without having to resort to additional review of techniques from the literature. Details of statistical tests analysis of experimental data should also given)
6. Expected Outcome of the Project: (maximum 100 words)
6. Contribution to knowledge / field /national development: (maximum 200)
7. Time schedule of activities with milestones
(Milestones of the project will be depended on the project approval time).

Milestones of the project

Activity No.	Studies or major objectives	Starting month	Closing month

Activity chart in months

Activity No.	01	02	03	04	05	06

8. Risks and Assumptions :
9. Budget break-up (in Tk):

Items of expenditure	Quarter I	Quarter II	Total
A. Recurring Contingencies			
1. Salary of contractual staff			
2. Travel (TA/DA)			
3. Contractual services			
4. Operational Cost (R&D)			
Sub-total of A (1-5)			
B. HRD Component			
6. Training			

7. Workshop/Seminar etc. Sub-total of B (6-7)			
C. Non-recurring 8. Equipment and appliances 9. Transport (hiring of vehicles etc.) 10. Books, journals etc. 11. Any other items (please specify) Sub-total of C (8-11) (Pls. indicate % of total cost)			
E. Grand Total (A + B + C)			

10. CV of the PI and co-investigator to be attached (please provide a one-page CV of each individual involved in the project. CV should have relevant information to allow a review to assess the capability of the project personnel)

Part-C: Declaration/Certification

It is certified that -

- (a) The same project has not been submitted to any other agency/agencies for financial support.
- (b) The research work proposed in this program/project is not a duplicate work already done or being done in the field (i.e. area of research).
- (c) We agree to accept the terms and conditions developed for RGP by Khulna University Research Cell as mentioned in the guidelines.
- (d) Project will be provided with access to all available facilities in the Discipline.

11. Signature of PI : _____

Name (Capital letters) : _____

Designation : _____

Address : _____

Date : ____/____/____

12. Signature and seal of Head Discipline: _____

Name (Capital letters) : _____

Designation : _____

Address : _____

Date : ____/____/____

