



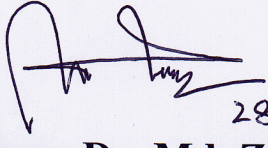
স্মারক নং- শাবিগ/শাবিপ্রবি/২০১৯(২০৪)

Date: 28/02/2019

Notice

The SUST Research Centre invites application of Research Grant proposal for the year **2019-20**. **Application Form** along with the **Guidelines** for the grants is enclosed herewith. The faculty members of SUST are highly encouraged to submit their research proposal as per guidelines to the undersigned within April 15, 2019.

It is expected that the research grants will be increased significantly from this year. The faculty members are requested to prepare the proposal meticulously.



28/02/2019

(Professor Dr. Md. Zakir Hossain)

Director, SUST Research Centre
Shahjalal University of Science and Technology
Sylhet 3114, Bangladesh

Copy to:

01. Department of
02. PS to Vice Chancellor, SUST
03. Registrar, SUST
04. Director of Accounts, SUST
05. Office Copy



Guidelines to Submit Proposal for the Research Grants

Each of the proposals must comply with the following criteria:

1. The proposals from all the disciplines /department must be in English except Bangla.
2. One faculty member can not apply for more than one project (either PI or CI category). Each proposal should have two faculty members (Principal Investigator and Co-Investigator) for the teachers below the rank of Professor. Professors are eligible to submit proposal with or without co-investigator provided that they have no plan to leave the University during the project period. The PI have to surrender all the received amount if he leave the university during the project period in absense of CI. Interdisciplinary project is also eligible and encouraged.
3. Category and duration of the project :

Category	Grant Amount	Duration
Promotional Research Grant	Maximum Tk 3.5 Lac	1 year
Advance Research Grant	Maximum Tk 6.0 Lac	2 year

4. The Principal Investigator for the Advance Research Grant must be a Professor or have a Ph.D degree not below the rank of Associate Professor.
5. The budget for Advance Research Grant must be splited as per the stipulated duration/year.
6. The project grants will be given to the Principal Investigator in three installments. In the first installment **50%** of the total approved grant will be released at the beginning of the project period. In the second installment, **25%** of the total allocated amount will be released subject to the submission of the satisfactory **Interim progress report**. The remaining allocated grant (**25%**) will be released after successful completion of the project and accomplishing all necessary formalities (submission of financial statements including bill/vouchers, submission of final report and presentation of research findings in the annual conference organized by SUST Research Centre).
7. Final report must be submitted within July, 2020 and 2021 respectively according to grant types. However, the Interim report have to be submitted on July 2020 for Advance Research Grant.
8. The Principal Investigator and Co-Investigator are eligible to claim **15%** and **10%** of the total approved budget respectively as honorarium. However, the PI is not eligible to get more than **15%** as honorarium if there is no CI in the project.
9. New equipments can be procured from the approved budget on condition of surrendering the equipments to the respective department upon completion of the project. Equipments includes small scientific devices, laptop, desktop and printer etc. The total cost of the equipments should not be more than **70%** of the total budget for the faculties of sciences and should not be more than **40%** for business and social sciences. In procuring the equipments and chemicals, **PPR-2008** shall be followed. However, no project is eligible to purchase more than one computer/ laptop and a printer.
10. Research students can be employed in the project if necessary for assisting the research. The maximum daily allowance for this will be TK **400** per diem basis.
11. The Co-investigators of the ongoing Projects under Advanced Research Category I and Advanced Research Category II for the FY2018-19 may apply for new projects upon receiving clearances from the ongoing project. However, the Principal Investigators of Advanced Research Categories are not eligible to apply for the **2019-20** grant session. The Principal Investigators and Co-investigators of Promotional Research Category for the **FY 2018-19** may apply if they produce at laest 90% of the work within the deadline date for proposal submission. In this case they have to mention the Project Code, Title and Status of Work Completion in the Cover Page of the proposal.
12. Faculty members having projects worth **twenty lac** or more from other sources will not be eligible to apply in any of the grants category.
13. Proposals should be submitted in the prescribed format (**Annex 1**). Submitted project proposal will be evaluated on the basis of following criteria and marks:
 - Background/Staement of the problem (20 marks);
 - Rationale/Relevance/Importance (15 marks);
 - Objectives of the study (10 marks);
 - Methodology (30 marks);
 - Expected outcomes (10 marks);
 - Work plans/ activity schedule (5 marks);
 - Budget (10 marks).
14. The name of the researchers should not be mentioned/ written anywhere in the Proposal except for Cover Page. In such cases proposals will noty be considered for evaluation. There is no necessity to attach CV. Two copies of proposals should be submitted following the above mentioned criteria.

শাবিপ্রবি গবেষণা কেন্দ্র
শাহজালাল বিজ্ঞান ও প্রযুক্তি বিশ্ববিদ্যালয়
সিলেট - ৩১১৪, বাংলাদেশ
ফোন: ৮৮০-৮২১-৭১৩৪৯১, ৭১৪৪৭৯, ৭১৩৮৫০ (এক্স:৮০৭)
ফ্যাক্স: ৮৮০-৮২১-৭১৫২৫৭



SUST Research Centre
Shahjalal University of Science and Technology
Sylhet 3114, Bangladesh
Phone : 880-821-713491, 714479, 713850 (Ext. 807)
Fax : 880- 821 – 715257

ANNEX-1A

COVER PAGE

Project Code:

Title of the Project:

Particulars of the Researcher/s		Signature with Seal
Name and Designation of the Principal Investigator (PI)		
Name and Designation of the CI (if any)		
Ongoing Project Information (If any):		
Project Code:		
Name of PI and CI:		
Work Completed so far:		

Endorsed by the Head of the Department



ANNEX-1B

Application Form for the Research Grant 2019-20

1. Project title : <i>The title should be brief and self explanatory.</i>			
2. Type of research: <i>Fundamental/Applied/Empirical</i>			
3. Field of the research: <i>Arts and Humanities/Agricultural Sciences/Engineering /Life Sciences/Physical Sciences/Social Sciences</i>			
4. Background of the study and Statement of the problem: <i>Provide the background of the study citing relevant literatures and clearly define the research problem.</i>			
5. Rationale of the study: i) Relationship of the objectives to existing relevant knowledge on the research fields. ii) Significance of the proposed study (national or regional priorities). <i>State the importance of the work described in the proposal and relate it to priority areas identified at national/regional level.</i>			
6. Objectives of the Study: <i>Clearly mention both the general and specific objectives of the study.</i>			
7. Methodology: <i>Indicate the methods and procedures to be used including sample design. Describe how data will be collected, analysed, and interpreted.</i>			
8. Expected outcomes: <i>Please provide a list of expected outcome/s from the project.</i>			
9. Work Plan/ Activities Shedule: <i>Please provide a detailed description of the planned research activities, e.g. planned field works, laboratory work, instrument operation etc. Use the Gantt chart for the implementation plan.</i>			
10. Budget (Please consider this section as the part of the Proposal, do not mention the name of PI/CI)			
Sl. No.	Expenditure Heads	Amount (in Taka)	
		Year-1	Year-2
01	Honorarium of PI & CI (15% for PI and 10% for CI of the total budget)		
02	Allowance for Research Student (Tk.400 per day per Student but not more than 30% of the total budget)		
03	Laboratory expenditure (spare parts, chemicals etc.) and/or Scientific equipments		
04	Field-work (Data collection) including Travel Expenses The govt rate will be apply for Travel and Daily allowance. However, these two items combindly can be fixed for the field trip (Tk.1500 for PI/CI and Tk.600 for RA).		
05	Stationeries (Not more than 10% of the total budget)		
06	Report Preparation		
07	Publication cost (if any) (Max. US \$100)		
08	Miscellaneous (Consultancy & other costs) (Not more than 10% of the total budget)		
	Total =		
<i>The budget must be consistent with objectives, scopes and workplan mentined in the Proposal.</i>			
11. List the existing research facilities/equipments in the relevant laboratory/department.			
12. Name of the research projects currently being done by the Principal/co-investigator (Also provide the information of project period, funding authority and amount):			