



Ref. No: SUSTR/SUST/2021 ()

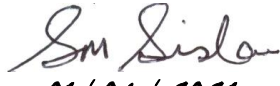
Date: 01/04/2021

Notice

The SUST Research Centre invites application of Research Grant proposal for the year **2021-22**. **Application Form** along with the **Guidelines** for the grants is enclosed herewith. The faculty members of SUST are strongly encouraged to submit their research proposal as per the guidelines to the undersigned within **April 25, 2021**.

Please submit your proposal both in hard and soft copies to the following address.

During Covid-19 pandemic situation our office will remain open from 10.00 AM to 2;00 PM


01 / 04 / 2021

(Professor Dr. S M Saiful Islam)
Director, SUST Research Centre
Shahjalal University of Science and Technology
Sylhet 3114, Bangladesh
E mail: urcsust@gmail.com

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

The submitted proposals must comply with the following criteria:

1. The proposals from all the disciplines /department must be submitted in English except for Bangla department
2. Each faculty member is legible to apply only one proposal (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 they have no plan to leave the University during the project period. The PI surrender the received amount in full if he leaves the university during the project period in absence of CI. Interdisciplinary project is also highly 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 should be a Professor or a PhD degree holder not below the rank of Associate Professor.
5. The Advance Research Grant budget should be divided as per the stipulated duration/year.
6. The project grants will be released to the Principal Investigator on installments basis. 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 /half-yearly **report (by January 2022)**. The remaining amount (**25%**, Honorarium of Principal and Co-Investigator) will be released after the successful completion of the project and accomplishing all necessary formalities (submission of financial statements including bill/vouchers, submission of final report.) It mandatory to presentation the research findings in the annual conference organized by SUST Research Centre, which will be arrange in a suitable time.
7. Final report must be submitted within 30th June, 2022 and 2023 respectively according to the grant types. However, the interim report has to be submitted on or before 30th June 2020 for Advance Research Grant.
8. The PI and CI 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, chemicals and equipments can be procured from the approved budget on condition of surrendering the equipments to the respective department upon completion of the project. Equipments include small scientific devices, accessories for scientific equipments, printer and printer related accessories etc. can be procured. The total cost of the equipments should not be more than **40%** of the total budget for the schools of business and social sciences and should not be more than **70%** for rest of the schools. All procurements should follow government procurement rule (**PPR**). However, no project is eligible to purchase more than one similar equipment and 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 CI of the ongoing Projects under Advanced Research Category for the FY2020-21 may apply for new projects (Advanced/ Promotional Research Category) upon receiving clearances from the ongoing project. However, the PI of ongoing Projects under Advanced Research Categories are not eligible to apply for the Advanced Research Category project for FY **2021-22** grants session. But may apply for new projects of Promotional Research Category, if they produce satisfactory progress in interim report of ongoing project. 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 categories.
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:

Sm Sista

শাবিত্রি 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

Background/Statement 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. Plagiarism of the submitted proposal will be checked by Turnitine software. Only less than 30% (total plagiarism) and 5% (from single source) will be considered for grant.
15. The name of the researchers should not be mentioned/ written anywhere in the Proposal except for Cover Page. In such cases proposals will not be considered for evaluation. There is no necessity to attach CV. Two copies of proposals should be submitted following the above mentioned criteria.
16. The researchers are requested to submit the list of their published/accepted article/s form research finding of previous *SUST research Centre Project*. During evaluation of the research project **priority** will be given for article/s.
17. For our data base researchers are requested to submit the list of their previous completed *SUST research Centre Project/s (last five years) with Project ID, Title, Year, Duration, and Amount of grants.*

Sm Sista

শাবিত্রি 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-IA

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 2021-22

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 Schedule: <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 applied for Travel and Daily allowance. However, these two items combinly 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 (printing and binding)		
07	Publication cost (if any) (Max. US \$100)		
08	Miscellaneous (Consultancy & other costs) (Not more than 03% of the total budget)		
	Total =		
<i>The budget must be consistent with objectives, scopes and work plan mentioned 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):			
13. List of the previous completed <i>SUST research Centre Project/s (last five years) with Project ID, Title, Year, Duration, and Amount:</i>			
14. List of the published/accepted article/s form research finding of previous <i>SUST research Centre Project:</i>			

Sm Sista