

PROFORMA FOR SUBMISSION OF RESEARCH PROPOSAL

(To be filled by the applicant)

PART I: PROFORMA FOR BIOGRAPHICAL DATA OF APPLICANTS

Provide the following information:

Name:

Designation (if employed):.....

Department/Institute:

Date of Birth: **Sex (M/F):** **SC/ST:**

Telephone: **E-mail:**

A. Qualification (Post-Graduation onwards & Professional Career)

Sl. No.	Degree Awarded	University	Year	Field of Study	Institution

B. Position and Employment (Starting with the most recent employment)

Sl. No.	Institution / Place	Position / Designation	From (Date)	To (date)

C. Professional Experience and Training relevant to the Project (write maximum 10 sentences)

D. Publications (Numbers only):

Books: **Research Papers / Reports:** **General articles:**

Others (Please specify):

*Service candidates should submit the NO OBJECTION CERTIFICATE from the Institution where they are working.

*Research Experience already gained in State Research Schemes / ICMR / CSIR projects: Certified Xerox copies to be enclosed.

* **Selected peer-reviewed Publications (In chronological order List maximum of three recent publications).**

1.

2.

3.

PART II: PARTICULARS OF SUPERVISOR / CO-SUPERVISOR

(One or more co-supervisor are preferred in every project. Inclusion of co-supervisor(s) is mandatory for supervisors retiring before completion of the project)

SUPERVISOR:

Name:
Date of Birth: Sex (M/F):
Designation:
Department:
Institute/University:
Address:
.....PIN:.....
Telephone:E-mail:
*Number of PhD / MPhil research projects being handled at present:
*List maximum 5 recent publications in related field of proposed research work.

CO-SUPERVISOR

Name:
Date of Birth: Sex (M/F):
Designation:
Department:
Institute/University:
Address:
.....PIN:
Telephone:E-mail:
*Number of PhD / MPhil Research projects being handled at present:
*List maximum 5 recent publications in related field of proposed research work.

Note: Use separate page, if more investigators are involved.

PART III: GENERAL INFORMATION OF PROPOSED RESEARCH INSTITUTE

Name of the Institute/ Organization to be conducting the Project:

.....
.....
.....

Affiliation of the Institute:

Name and designation of the Head of the Institute/Organization forwarding the application :

.....
.....

Project Title:

.....
.....

Department conducting the research:

Duration of research project: **Years:**

Total Cost (Rs.).....

Is the project Single Institutional or Multi-centric:

.....

If the project is Multi-centric, please furnish the following:

.....

Name of Project Coordinator:

Affiliation:

Address:

.....
.....

*** Whether any Post Graduate course is being conducted in the relevant field in concerned Institute:
(Comment)**

PART IV: DETAILS OF PROJECT (DO NOT EXCEED THREE PAGE)

[Project Title]

1. Introduction: Origin of the proposal

- (a) Rationale of the study supported by cited literature
- (b) Current status of research and development in the subject (both international and national status)
- (c) Research questions
- (d) Hypothesis
- (e) The relevance and expected outcome of the proposed study
- (f) Preliminary work done so far

2. Aims & Specific objectives (should be written in bulleted form, a short paragraph indicating the methods to be followed for achieving the objective and verifiable indicators of progress should follow each specific objective)

3. Work Plan:

(The section can be divided according to the specific aims and under each specific aim, the following should be stated clearly as sub headings).

- (a) Work plan (methodology/experimental design to accomplish the stated aim).
- (b) Connectivity of the participating institutions and investigators, Alternate strategies if the proposed Methodology does not work.

4. Timelines: (Please provide quantifiable outputs)

Period of study Achievable targets:

Period of study	Achievable targets
6 Months	
12 Months	
18 Months	
24 Months	
30 Months	
36 Months	

5. Name and address of 5 experts in the field*

Sl.No.	Name	Designation	Contact details / Address

***For each expert: List maximum of five recent publications relevant to the proposed area of work.**

6. EXISTING FACILITIES Resources and additional information:

1. Laboratory:

a. Manpower

b. Equipment

2. Other resources such as clinical material, animal house facility, glass house, Experimental facility etc.

DECLARATION/CERTIFICATION

It is certified that

1. The research work proposed in the scheme/project entitled "[Project Title]" does not in any way duplicate the work already done or being carried out elsewhere on the subject.

2. The same project proposal has not been submitted to any other institution / university for award/ degree.

3. Necessary provision for the scheme/project will be made in the Institute/Organization budget in anticipation of the sanction of the scheme/project.

4. We also declare that while conducting experiments, the safety Guidelines of concerned Regulatory Bodies / Departments would be followed.

5. If the project involves field trials/experiments/exchange of specimens, etc. we will ensure that ethical clearances would be taken from concerned ethical Committees/ competent authorities and the same would be conveyed to the University before implementing the project.

6. If the Project requires any statutory permission(s) for any authority to carry out the project, the same would be obtained and intimated to University before taking up research activities.

7. The Research Institute agrees that the equipment, basic facilities and such other administrative facilities will be extended to investigator(s) throughout the duration of the project.

8. The Supervisor of PhD scholar(s) involved in the project has sufficient service duration to carry out the project to complete the project for its logical conclusion.

9. The Institute where PhD Research work is proposed to be conducted assumes to undertake the academic, administrative and other management responsibilities of the project.

10. The details & information given in the Project proposal are true & factual.

Signature of Supervisor

Seal Date:

Signature of Head of the Institute

Seal Date:

Signature of Co-Supervisor:

Date:

Signature of Applicant:

Date:

(Project Summary not to exceed one page, please use separate sheet)

Advisory for submitting Brief Research Proposal for interview:

The research proposals should usually include:

- **Title and abstract:** According to your broad area of research or field of specialization, provide a preliminary title which will be further elaborated in the process of thesis writing. An abstract should usually be no longer than a page, and provide a brief summary of what you are going to cover in your research proposal.
- **Literature review:** The literature review demonstrates the applicant's knowledge of the main research achievements in the area of study. You should pay attention to providing some of the key references in your area of research which requires doing extensive research on your part.
- **Research problem, aim and objectives:** As a result of your literature review, you should **identify the main gap in your research area on which you are going to focus in your PhD project**. Once the research problem is identified, you will be able to pose the main aim and objectives of your project.
- You should dedicate some space to **Research methodology**, explaining how you are going to go about doing your research. This section also demonstrates your knowledge of the existing research methodologies in your area of study.
- **Ethical considerations:** You should check literature on ethics of conducting research in your area and outline some key ethical aspects related to the proposed project.
- Outline the **impact of your research studies**. This can include both the impact on your research area and society in general. It is important to dedicate some time to this section since it will add more value to your proposal.
- **References:** Do not forget to specify all the references at the end of the proposal.
- An obvious but very important point is the format of your research proposal. Make sure that the formatting of the document is consistent throughout and the structure is clear.
- It is important to remember that a research proposal is a provisional rather than a definitive document. It will most likely change during the first several months of your PhD program. Nevertheless, at the stage of application it is an essential document that helps evaluators make their decision in relation to acceptance of your application.

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