**Guidelines for Submitting Research Proposal**

**Under DRTMC Research Grant (2023-2024)**

**University of Dhaka**

1. **Introduction and background**

The Disaster Research Training and Management Centre (DRTMC), University of Dhaka has allocated a research grant to strengthen research excellence and widen research opportunity in the Bangladesh. Proposals for disaster issues in all related disciplines are invited under the DRTMC research grants.

1. **Scope and objectives**

The aim of this research project is to generate disaster-based knowledge, disseminate ideas and, most importantly, improve knowledge-based competencies. This grant will facilitate disaster research and most appropriate management plan.

1. **General guidelines**
   1. **Procedure to submit:** The research initiative must be undertaken by the faculty members of the Public University of Bangladesh. However, collaborative interdisciplinary research by faculties of various universities/departments/ institutes/centres is highly encouraged. The Project shall be submitted through the Chairman/Director of the department/Institute.
   2. **Deadline for Submission**: 25 April 2024
2. **Budget:** The budget of the project should be prepared within BDT 100000.00 including VAT and TAX in appropriate cases at the prescribed rate.
3. **Evaluation:** The proposed research project will be evaluated by the expert committee. Research proposals will be accepted/awarded only after the approval of the Expert Committee.
4. **Publication:** Based on the research reports and outcomes, the awarded researcher(s) should publish at least one article in a peer reviewed journal. The financial support of DRTMC, University of Dhaka shall be duly mentioned and acknowledged in all published articles.
5. **Fund disbursement:** The fund shall be disbursed in 02 phases/installments, in the first phase 75% allocation after the agreement and remaining 25% after the submission of final report.
6. **Declaration:** The investigator(s) shall submit a written declaration that the proposal was not submitted previously to any agencies and shall not be submitted to other funding sources if project is accepted.
7. **Letter of agreement:** The awardees must follow all the set rules of the University of Dhaka to be mentioned and signed in the letter of agreement.

**Annexure**

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| **Research Proposal Submission Form**  **DRTMC Research Grant**  **University of Dhaka, Dhaka 1000, Bangladesh** | | DU-logo - |
| **1.0** | **Title of the project:** …………………………………………………………… | |
| **2.0** | **Duration of the project:** …………………… Months | |
| **3.0** | **Proposed budget: BDT.** ……………………. | |
| **4.0** | **Brief information about Principal Investigator (PI) and Co-Investigator Co-I)** | |
|  | **(A) Principal Investigator:** | |
|  | Name: ………………………………………………………………………………… | |
|  | Date of birth: ……………………………(dd/mm/yyyy) | |
|  | Designation: ……………………………………………. | |
|  | Department/Institute/Centre: ………………………………………………………… | |
|  | Website (if any): ……………………………………………………………………… | |
|  | E-mail Address: ……………………………………………… | |
|  | Contact No.: …………………………………………………. | |
|  | Academic Qualification: …………………………………….. | |
|  | Number of Journal Articles and Books: ………….. (Please provide a complete list) | |
|  |  | |
|  | **(B) Co-Investigator (if any) :** | |
|  | Name: …………………………………………………………………………… | |
|  | Date of birth: …………………………………… (dd/mm/yyyy) | |
|  | Designation: ……………………………………………………………………… | |
|  | Department/Institute/Centre: ……………………………………………………… | |
|  | Website (if any): …………………………………………………………………... | |
|  | E-mail Address: ………………………………………….. | |
|  | Contact No.: …………………………………………….. | |
|  | Academic Qualification: ………………………………… | |
|  | Number of Journal Articles and Books: Please provide a complete list in separate sheet | |
|  |  | |

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| --- | --- |
| **5.0** | **Brief description of the research project.** |
| **5.1** | **Summary of the project (maximum 200 words)** |
| **5.2** | **Introduction, Background and Objectives of the study (200 words)** |
| **5.3** | **Major activities under the study (100 words)** |
| **5.4** | **Brief review of previous works related to the proposed study (200 words):** |
| **5.5** | **Research methodology/analytical techniques (maximum 400 words)** |
| **5.6** | **Expected outcomes and output of the proposed research (maximum 100 words)** |

## **6.0 Detailed work plan**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activities** | **Months** | | | | | | | | | | | | |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
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This can be submitted in a spreadsheet as **Gantt chart**

**7.0 Declaration and signature of the investigators:**

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| --- | --- |
| Principal Investigator | Signature:  Name:  Date: |
| Co-Investigator 1 (If any) | Signature:  Name:  Date: |

**8.0 Endorsement from the Chairman/Director of respective entity**

|  |  |
| --- | --- |
| Comments: | |
| Name: |  |
| Signature with seal:  Date: |  |

(i) If anything is required by the Researcher not mentioning in the guideline, may be given if it is approved by the Committee.