



## CENTER FOR RESEARCH AND TRAINING EAST WEST UNIVERSITY (CRTEWU)

### CRT Research Proposal Form

**Note:**

- ✓ *You can expand each box, given below, if necessary.*
- ✓ *Provide necessary citations and references based on relevant CRTEWU guidelines*
- ✓ *Before filling out this form, please carefully read the CRTEWU guideline for writing a research proposal. The guideline can be downloaded from the link:  
[https://www.ewubd.edu/~2nd\\_call\\_for\\_proposals\\_round\\_17](https://www.ewubd.edu/~2nd_call_for_proposals_round_17)*

1. Have you applied before for a research grant from CRTEWU?

Yes     No

2. If yes, have you previously received a research grant from CRTEWU?

Yes     No

3. If yes, provide date of completion and number of publication(s):

Date of completion:

Number of publication (s):

#### A. Research Title:

Title of proposed research:

- The title of the research proposal must be concise and clear.

#### B. Researcher's Short Bio:

1. Principal researcher's short bio:

- a. Name:
- b. Designation:
- c. Department:
- d. Address:
- e. Phone
- f. Email:
- g. WhatsApp:

2. Internal Co- researcher(s) short bio:

- a. Name:
- b. Designation:
- c. Department:
- d. Address:
- e. Phone
- f. Email:
- g. WhatsApp:

3. External Co- researcher(s) short bio:

- a. Name:
- b. Designation:
- c. Department:
- d. Address:
- e. Phone
- f. Email:
- g. WhatsApp:

**C. Executive Summary of the Research Proposal/ Abstract:**

- Maximum 500 words

**D. Detailed Research Proposal:**

***D1. Introduction/ Background/ Problem Statement***

- Maximum 700 words

## **D2. Significance of the Research**

- a. Theoretical- maximum 50 words
- b. Practical- maximum 50 words

## **D3. Research Objectives**

Hints:

1. Research objectives must be clearly delineated as they are different from hypothesis.
2. These objectives usually refer to the specific aims of the study and should be clear. A researcher may have multiple hypotheses to achieve an objective.
  - Maximum 100 words.
  - Please specify which SDG goals your research will explore?

## **D4. Literature Review**

- Maximum 750 words
- Identify your research gap

**D5. *Expected Outcomes of the Research, if Relevant e.g. Novel Theories/ New Findings/ Knowledge Invention/ Innovation***

- Maximum 150 words

**D6. *Hypothesis / Research Question***

Hints:

- Hypothesis proposes a causal linkage between dependent and independent variables.
- Hypothesis must be derived from the existing theoretical framework/ literature review.
- A research hypothesis is a testable proposition or predictive statement about possible outcomes of a scientific research study.
- Maximum 150 words.

**D7. *Research Methodology***

- Maximum 750 words.
- Data and data sources
- Sampling methods and selection of sample size must be well justified.
- Please state the procedures and techniques that you will use to collect the data.
- The data analysis process and analytical framework should be well defined.

#### **D8. *Ethical Concern***

- Maximum 100 words

#### **D9. *Limitations and Future Research***

- Maximum 150 words

#### **D10. *References***

- Follow CRTEWU guidelines

#### **E. *Milestones and Time Frame***

- Please set the milestones of your research activities and prepare a Gantt Chart according to your milestones (See appendix-A for sample of workplan).

## F. Budget<sup>1</sup>

<i>Description of Budget</i>					
<b>Description</b>	<b>Total Amount (in Taka)</b>	<b>Breakdown of Expenses (Person-month @ Taka)</b>	<b>Installment (One)</b>	<b>Installment (Two)</b>	<b>Justification</b>
1. Compensation for Research Assistant					
2. Compensation for Data Entry					
3. Conveyance and Communication					
4. Stationary items (if applicable)					
5. Training of Supervisor/ enumerator of Survey					
6. Data collection cost					
7. Publication cost (if applicable/ necessary)					
8. Miscellaneous					
8. Research report production cost					
9.-----					
10.----- (So on)					
<b>Total</b>					

<sup>1</sup> You are also requested to provide specifications of all research equipment in description column.

## **G. Declaration by the Principal Researcher**

I hereby declare that all information stated herein is true. The CRTEWU has the right to reject or withdraw the application without any prior notice.

**Date:**

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**Signature  
(Principal Researcher)**

**Note:** Please add details CV with google scholar link and other necessary information e.g. publication, previous research activities.



**Appendix-A (Sample of Workplan)**

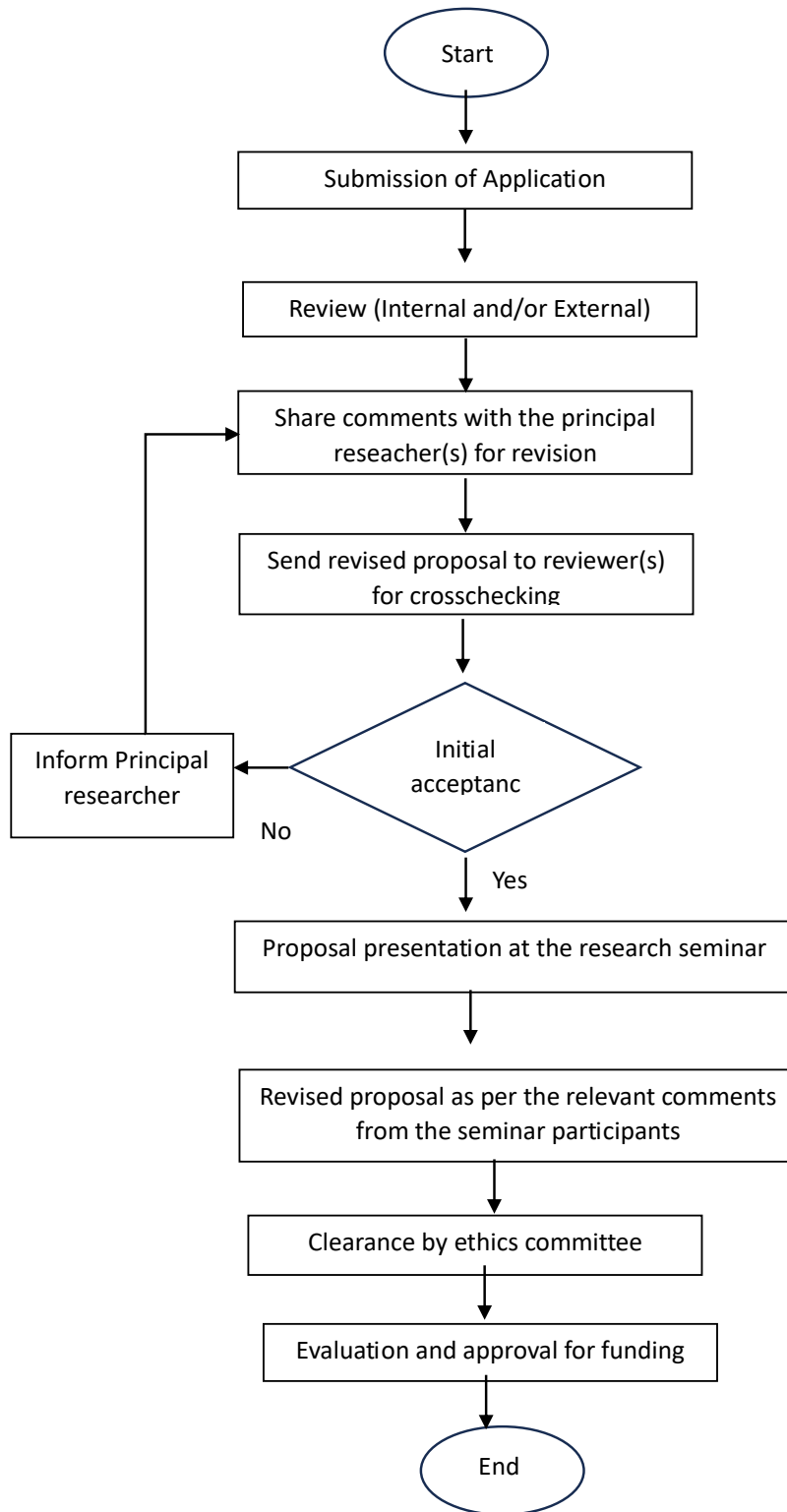
Workplan	Activities	Year/ Month											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Literature review	■	■	■									
2	Questionnaire/ tools and technique development			■									
3	Data collection				■	■							
4	Data analysis					■	■						
5	Draft report							■	■	■			
6	Draft report presentation										■		
7	Final report submission											■	■





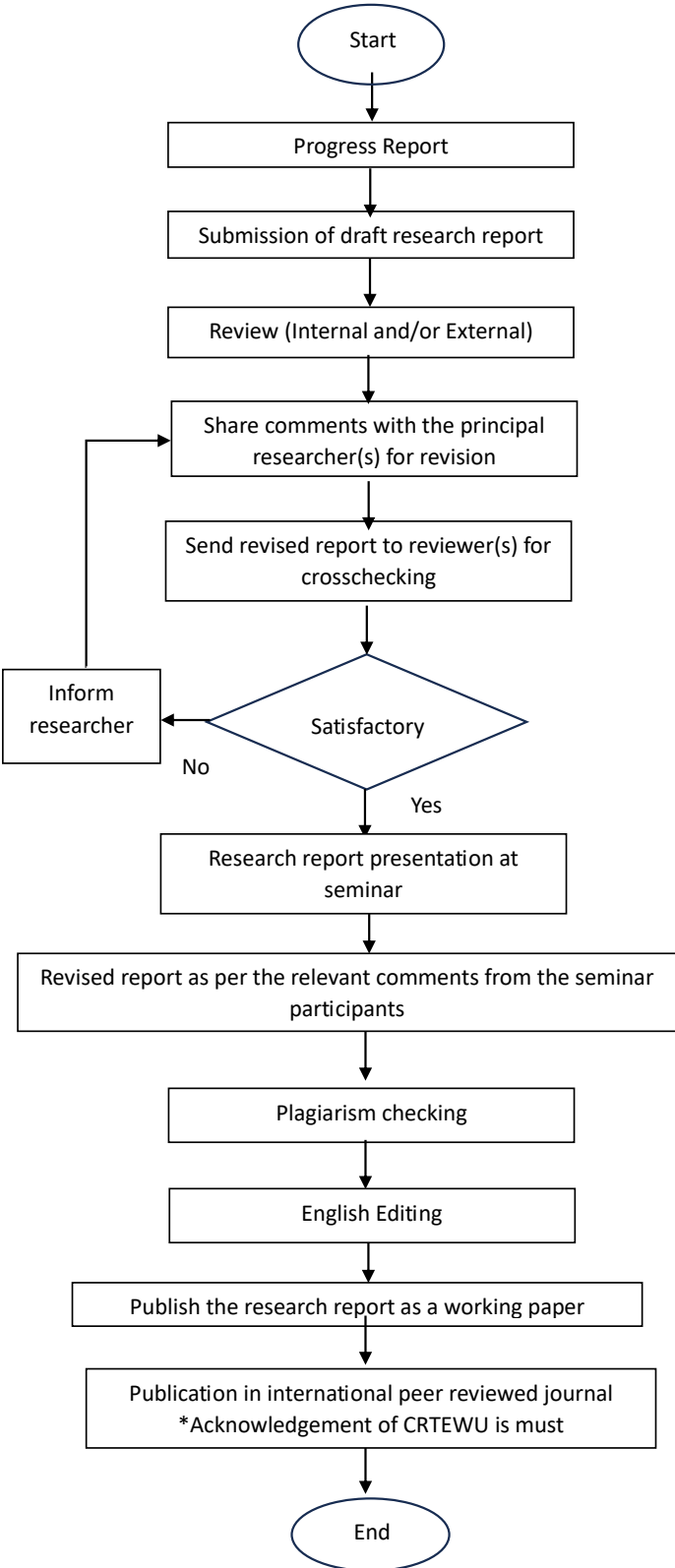
## Appendix-B

### Application Flowchart



# Appendix-C

## Monitoring Flowchart





**EAST WEST UNIVERSITY**  
**CENTER FOR RESEARCH AND TRAINING**

A/2 Jahurul Islam Avenue, Jahurul Islam City, Aftabnagar, Dhaka-1212, Bangladesh  
Tel: 09666775577, Ext: 387, E-mail: ewucrt@ewubd.edu  
URL: <http://www.ewubd.edu>

Reference No: CRT-RP-R17/2024-2

15 July 2024

## **Extension of Time**

### **Call for Proposals-Round 17**

Center for Research and Training East West University (CRTEWU) invites proposals for its *17<sup>th</sup> Internal Funding Round*. This research fund is a seed grant provided to researchers affiliated with academic departments for conducting research activities in accordance with the University research policy. Such grants are aimed at nurturing and sustaining a vibrant research community at EWU by engaging academics and researchers from all faculties/fields.

#### **Application Procedure:**

Please submit your research proposal by filling out the prescribed 'Research Proposal Form'. 'Research Proposal Form' and guidelines for the application can be downloaded from the webpage ([https://www.ewubd.edu/~2nd\\_call\\_for\\_proposals\\_round\\_17](https://www.ewubd.edu/~2nd_call_for_proposals_round_17)) of the CRTEWU. Please send a soft copy (MS Word format) of your research proposal to [ewucrt@ewubd.edu](mailto:ewucrt@ewubd.edu) to the office of CRTEWU. For further information, please call us at 09666775577 Ext. 387.

**Key Date:** Proposal Submission Deadline: **30 September 2024**

Sincerely,

**Professor Muhammed Shahriar Haque, Ph.D.**  
**Executive Director**  
**Center for Research and Training East West University (CRTEWU)**



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**The Policy for Research Funding**

1. Faculty members of the University are encouraged to submit proposal(s) for funding. Preference will be given to a proposal which is developed jointly by both junior and senior faculty members.
2. Each proposal will be reviewed anonymously by academic scholars in the relevant field/discipline and final decision for funding will be made based on reviewers' comments.
3. The proposal should include detailed expenses (wherever applicable) in the proposed budget as outlined below:
  - a. Salary of Research Assistants, Research Associates and Data Entry Operators, etc. Research Assistants and Research Associates must have bachelor's and master's degrees, respectively.
  - b. Expenses for data collection, including costs of purchasing equipment, if necessary, travel expenses for conducting field trips;
  - c. Other recurrent expenditures;
  - d. Miscellaneous expenses must not exceed 5% of the total budget;
4. The progress of the research will be reviewed every three months and the status report must be submitted by the researcher(s) on a regular basis;
5. Maximum duration of the research project should not exceed 12 months; however, exceptions can be made on a case-by-case basis, with prior permission from EWUCRT.

*M. S. Nazim*





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**Research Proposal Guideline**

1. Research topic should be clearly spelt out in the proposal to formulate research objectives and questions. The proposal must be specific and clear in terms of its objectives and research questions. For this, the following questions should be addressed:
  - a. What would you like to investigate in your research?
  - b. Why would you like to conduct this research?
  - c. How will the findings of the research be used or useful?
2. An extensive review of the relevant literatures will be required and a critical review of what has been written on the issue should be included in the proposal. The review of the literature should help determine the methodology of the research, avoid duplication (of research), and add value to the society/community and academia.
3. Research questions or hypotheses should be clearly stated in the proposal.
4. The research process begins the moment one chooses a topic. Research method(s) is used to answer the research questions. Please state the procedures and techniques that you will use to collect the data. In addition, you need to focus on the data analysis process, analytical framework and ethical considerations as the research will focus on human issues. In the proposal, you also need to justify the research design you choose.
5. The proposal must include a schedule (timetable) and a detailed budget, based on EWUCRT budget format (This format may be collected from EWUCRT office). Every expense in the budget must be justified on a separate sheet.
6. Some of the above questions may be readdressed for experimental research such as clinical studies. However, the research proposal must be clear in formulating objectives and research questions or hypotheses. Furthermore, the proposal should clearly define its expected output.
7.
  - a) Manuscripts of Liberal Arts, Social Sciences, and Business must follow the **APA** style. In **APA** (American Psychological Association) style, citations must be accompanied by citing the author's last name, year of publication, and page number in parenthesis. If the author's name is mentioned in the text, the date and page number should be cited in parenthesis. For additional information on APA style documentation, please consult APA's website (<http://www.apa.org>)
  - b) Research Proposal related to the legal issue(s) must follow the **OSCOLA** (Oxford Standard for the Citation of Legal Authorities) referencing style, where citations are put in footnotes at the bottom of the page. For details, please visit the following link:  
  
<https://onlinelibrary.london.ac.uk/support/referencing/referencing-styles-oscsla#:~:text=OSCOLA%20stands%20for%20the%20Oxford,to%20use%20this%20referencing%20system.>
  - c) Manuscripts of Sciences and Engineering must follow the **IEEE** (Institute of Electrical and Electronics Engineers) referencing style. For details, please visit the following link:  
<https://ieeauthorcenter.ieee.org/wp-content/uploads/IEEE-Reference-Guide.pdf>

*M. B. Mique*