



## **Guidelines for the Research Proposal(s)**

1. Research proposal(s) must focus on specific issues / problems from the following broad based research topics,
  - A.
  - B.
  - C.
  - D.
2. Application form must be filled properly and separate sheets may be attached where needed.
3. Research proposal(s) must reach ITN Centre.
4. Principal researchers shall be professionals from academic institutes, implementing agencies and relevant private organisations. Research associates may be employed from post graduate students or young professionals where necessary.
5. Minimum qualification of principal researcher shall be graduation from relevant engineering discipline with 2-3 years experience or masters in social science or equivalent with minimum 2-3 years professional experience in relevant field.
6. Minimum qualification of the supervisor shall be at least post-graduation with considerable experience in supervising research work in relevant field.
7. ITN-Research Committee shall assess the qualification, experience and capabilities of the researchers and the supervisors on a case by case basis.
8. Researchers and supervisors shall be remunerated with 'fellowship' and 'honorarium' respectively.
9. Individual TOR will be prepared against each selected research proposal to be undertaken and the researchers must sign the TOR after mutual agreement with ITN-Bangladesh.
10. Researchers must strictly follow the approved time frame and workplan of the research work.
11. Researchers must submit progress reports to ITN-Bangladesh regularly as per prescribed format.
12. Researchers shall prepare budget for the research work giving detail breakdown of individual item of work and after approval of the budget, fund will be disbursed in instalments subject to satisfactory progress of research work.
13. Researchers shall be responsible for proper documentation (in hard and soft form) for their research outputs and present the same through workshops/seminars.
14. Researchers shall submit five (5) copies of the research reports (Inception report, Mid-term report & Draft final report) to ITN-Bangladesh.
15. Researchers shall submit five (5) copies of the research Final report along with a soft copy in diskette(s) at the end of research work to ITN-Bangladesh.
16. Supervisor shall advise and provide guidance to the researcher as and when necessary and assist the researcher in preparation of a detail workplan and corresponding time frame.
17. Supervisor shall regularly monitor the progress of research work, ensure timely completion of research work and, review and comment on the documentation of the research outputs by the researcher.



**ITN**  
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18. Supervisor shall assist the researcher in presentation of research outputs through workshops / seminars.
19. Supervisor shall submit a ***Research Concluding Report*** to ITN Bangladesh on successful completion of the research project.
20. ITN-Research Committee shall possess the right to accept or reject any proposal without showing any reason.
21. ITN-Bangladesh shall have the copyright of the research outputs.