

**Manmohan Technical University**  
**Innovation Centre**  
**Research Coordination Committee**



# **RESEARCH PROPOSAL FORMAT**

This is the sample format for preparation of proposal of Research.

## **Instructions**

The research proposal should be explaining no more than 15 pages in length (excluding title page), a research proposal frame with research idea explaining the importance of a particular research. Research proposal may include some or all of the following sections, depending upon how the research will be performed.

### **Cover Page**

The cover page should contain following information:

- Title of Research Proposal;
- The author(s) name and affiliations;
- The funding agency details whom to submit the report; and
- The date of submission.

### **Abstract**

An abstract in a research proposal summarizes the main aspect of the assignment in a given sequence. It highlights the purpose of the study, the research problem, design of the study, and expected findings.

### **Introduction**

This section should provide a brief overview of the research problem or question, explain its significance and relevance, and describe the objectives of the proposed research.

### **Literature Review**

This section should demonstrate the current state of knowledge in the field and identify gaps in the literature that the proposed research will address.

### **Methodology**

This section should provide a detailed description of the research design, data collection methods (if applicable), and analysis procedures that will be used to answer the research question.

### **Expected Outcomes**

This section should describe the potential outcomes of the proposed research and their significance to the related field.

### **Timeline**

This section should provide a detailed timeline for the proposed research, including milestones and deadlines in the form of Gantt chart. Probable agreement date is 20<sup>th</sup> Kartik 2082.

Submission deadline of research/innovation should not exceed 15<sup>th</sup> of Jestha 2083 B.S.

### **Budget:**

This section should provide a detailed budget for the proposed research, including expenses for personnel, equipment, supplies, travel, and other costs. The cost should be logically defensible and should be in tabulated form .

### **References**

For referencing and citation use Harvard system. Go through link to get more information about Harvard referencing system <https://guides.library.uwa.edu.au/harvard/examples>.

### **ANNEXES**

Instruments (e.g. questionnaire, Interview Schedule, Consent form, Copy of Ethical approval letter etc) Should be numbered sequentially as they appear in the text (Appendix 1, Appendix 2,.....)

Other Requirement:

The research proposal should be of following format.

- **PaperSize:**A-4 size paper
- **Margins :**
  - Top** : 1”
  - Bottom** : 1”
  - Left** : 1.5”
  - Right** : 1”
- **Line Spacing:** 1.5lines
- **Headings - Title of Chapter**
  - \* **First Order Heading:**  
(for example–**CHAPTER 1:INTRODUCTION**)

**Font** :Times New Roman (Bold)  
**Size** :14 point  
**Alignment** :Center Alignment

\* **Headings– Subheadings**

**Second Order Heading:** (for example – **1.1Background**)

**Font** : Times New Roman(Bold)  
**Size** : 12 point  
One blank line before the heading (12 points)

\* **Third Order Heading:**(for example –*1.1.1 Abc*)

**Font** : Times New Roman (Bold and Italic)  
**Size** : 12 point  
One blank line before the heading (12 points)  
**Font** : Times New Roman  
**Size** : 12 point  
**Alignment** : Justified (Full Text)

\* **Figures and Tables** :Centered Placed

**Caption**

**Font** : Times New Roman  
**Size** :10 point  
**Alignment** : Left Justified

Figure Caption must be below the figure and left Justified, Table caption must be above the table and left justified.

\* **Page Numbering (Centered)**

**Before Introduction Page** : Roman(i), (ii),etc.

**For Remaining Pages (i.e.fromCHAPTER1-to-REFERENCE):**1,2,..

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**(Make other chapters in the same format)**

**References**

**Annexes**



**A Research proposal on**

.....

**Submitted By:**

Name of PI :

Designation :

Name of Organization /institute working on :

Address of Institute/organization:

**Submitted To:**

Innovation center, Manmohan Technical University,

Research Coordination Committee,

Budhiganga-04, Morang.

Date of Submission