

## **Instructions**

The research proposal should be of no more than 15 pages in length (excluding title page). The author is expected to develop a research proposal framework along with the research idea explaining the importance of a particular research. Submitted research proposal should include all of the following sections as much as possible, depending upon how the research will be performed.

### **1. 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
- The date of submission
- The Format of the Cover Page format is attached at the end of this guideline.

### **2. Submission of Research Proposal**

A declaration page outlining the researchers involved in the proposed study, including their respective roles as Principal Investigators (PI) or Co-Investigators (Co-PI), with each researcher required to sign to confirm their participation and responsibilities.

### **3. 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 .

### **4. 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.

### **5. 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.

### **6. 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.

### **7. Expected Outcomes**

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

## **8. Timeline**

This section should provide a detailed timeline for the proposed research, including milestones and deadlines in the form of Gantt chart. Submission deadline should not exceed the last date of submission.

## **9. Budget Estimation:**

This section should provide a detailed budget for the proposed research, including expenses for personnel, equipment, supplies, travel, and other costs.

The budget should not be more than NRs. 2, 00,000.00 (Nepali Rupees Two Hundred Thousand Only) with breakdown of cost.

Also include major topics of the research, where projected percentage of total budget is expected to be used. For example, a certain engineering research project might include items like:

1. Personnel Costs
2. Equipment
3. Supplies and Consumables
4. Travel and Transportation
5. Other Expenses

## **10. References**

For referencing and citations, use Harvard system. Please go through the following link to get more information about Harvard referencing system:

<https://guides.library.uwa.edu.au/harvard/examples>.

## **11. ANNEXES**

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

## **Other Requirements:**

The research proposal should be of following format.

- **Paper Size:** 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

**Alignment** : Justified (Full Text)

One blank line before the heading (12 points)

**Third Order Heading :**( For example –**1.1.1 Abc**)

**Font** : Times New Roman (Bold)

**Size** : 12 point

**Alignment** : Justified (Full Text)

One blank line before the heading (12 points)

Every Chapter should begin in a fresh new page.

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

**Caption**

**Font** : Times New Roman (**Bold**)

**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,

# TABLE OF CONTENTS

<b>Abstract</b>	i
<b>Table of Contents</b>	ii
<b>List of figures</b>	iii
Figures of each chapter must be labeled, Ex: First figure of chapter one should be labeled as Fig 1.1 and so on.	
<b>List of tables</b>	iv
Tables of each chapter must be labeled, Ex: First Table of chapter one should be labeled as Table 1.1 and so on.	
<b>List of Abbreviation</b>	v
<b>Chapter1:Introduction</b>	1
1.1	1
1.2	2
1.2.1	3
1.2.2	5
.....	
1.3	
1.4	

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

**References**

**Annexes**



(Image size: 2.64" by 2.64")

(Center Aligned)

**A Research Proposal on [14 pt]**

**[Your Research Title] [12 pt]**

(Both Bold and Center Aligned)

**Submitted By: [14 pt] Bold**

Author(s) name(s) and affiliations [12 pt] [Normal]

(Both Center Aligned)

**Submitted To: [14 pt] Bold**

Innovation Centre, Manmohan Technical University [14 pt]

Research Coordination Committee [14 pt]

Budhiganga-04, Morang [14 pt]

(All center aligned)

Date: [12 pt]