**Proposal Template for NITEC R&D Topic**

Important:

1. If the Terms and Conditions of NITEC R&BD Project are not accepted, your proposal will not be considered valid (See NITEC R&BD Project Notice).
2. Every member of the team MUST individually accept the terms and conditions.
3. The following template is a general guideline for proposals to be submitted for R&D Topic. Please, fill this template as applicable.
4. Team leader MUSTsubmit the applications by e-mail to pu.relation@pu.edu.np (Online), and also the paper documents MUST be sent directly to the NITEC office by 3:30 p.m. on 22 Jan., 2016 (Offline).

General guidelines to submitting the proposal:

1. Do not make your proposal too wordy. In the case of I.R&D Topic (1. Overview and 2. R&D Topic Strategy)’, it is recommended to keep the proposal to maximum of 6 pages.
2. Use diagrams where necessary to provide additional clarity.
3. Please, make a sure to be practical application. It will be selected for further project on R&BD Proposal.
4. Where not applicable, please indicate “N/A”.
5. If you have any questions, please visit the NITEC office which is presently located at Central Office of Pokahra University.

For any questions, please write to

pu.relation@pu.edu.np

Kindly sumbit your hardcopy of proposal to NITEC office:

Shiva Raj Pandit

Administrative Officer

Central Office

Pokhara University

Phone No: 561546

Mobile No: 956031399

1. R&D Topic
2. Overview

|  |  |  |
| --- | --- | --- |
| Title |  | |
| Team Leader |  | |
| Team members | Name |  |
| Position & Role |  |
| R&D Topic Summary | | |
| * Overview includingTitle, Purpose, Contents, Expected Performance and Utilization. | | |
| Key-Words (max. 10 words) | | |
|  | | |

1. R&D Topic Strategy

|  |
| --- |
| 1. **Problem** |
| * Focus on the issues of social, environmental and economic in Nepal. * The issues are what you would like to solve. |
| 1. **Solution** |
| * Explain the concept or solution that you would like to develop on R&BD Project. * What kind of technical support you need or anticipate from HGU and technical experts. * If you have ideas about any future enhancements that could extend your solution beyond the scope of your proposal for R&BD Project, please list up. |
| 1. **Business Model** |
|  |
| 1. **Final Product &Service** |
|  |
| 1. **Plan (Timetable and Budget)** |
| * A simple monthly schedule in 6 months (R&BD Project term). * Budget plan of seed money (US$100). |

1. Team Information

If there is more than one member in your team, please using this template for additional team member information.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Team Member 1 | | | | | | |
| Full Name |  | | | | | |
| Address |  | | | | | |
| Mobile |  | | E-mail | |  | |
| Job Title | In Pokhara University. | | | | | |
| Education | Date of Attendance  (mm/yy-mm/yy) | Degree Title | | Name of Institution/Board/Place/Country | | Language of Instruction |
| Please give complete list. |  | |  | |  |
|  |  | |  | |  |
|  |  | |  | |  |
| Careers & Experience | * Research experiences * Additional relevant teaching or work experiences | | | | | |
| Qualifications | * Thelist of publications or presentations | | | | | |