**Pokhara University Research Center**

**Lekhnath-12, Kaski**

**Nepal**

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Guidelines on

Faculty Research Grant for Affiliated Colleges (FRGAC)and Application form

**Pokhara University Research Center**

**Lekhnath-12, Kaski**

**Nepal**

Faculty Research Grant for Affiliated Colleges (FRGAC)

**1. Introduction**

This research funding is targeted to the research skill development of the faculty members of affiliated colleges of Pokhara University. This will help to set up an environment of quality research in the affiliated colleges of Pokhara University and eventually produce quality research. The research grant will be partially supported by the affiliated colleges.

* Small Research Development and Innovation RDI.

These researches are expected to produce significant academic output including new knowledge, intellectual property, postgraduate students and research publication in quality assured scholarly journals.

**Eligibility, Application and Selection**

Faculty members from all affiliated colleges of Pokhara University are eligible to apply who fulfill the required minimum qualifications.

The Principal Investigator should have the following minimum qualifications:

* Must have minimum Master degree with thesis
* Must be a Full time faculty member for at least one year
* Commitment to involve at least one Master level or Bachelor level student in the research.

**3. Seats Allocation**

* Research proposals from all affiliated college are eligible to receive the PURC research grants.
* The amount of funding for each year will be decided by the RMC of Pokhara University.
* The result of the research must be published in peer reviewed journal; otherwise the researcher will not be applicable to apply for any other grant from PURC.

**4. Proposal Selection and evaluation procedures**

* Call of the proposal will be published once a year on University Website. Proposal format will be made available at website for free download.
* Pre-proposal check will be done by PURC administration whether proposals appear to be eligible and within the scope of the call.
* Paper copy of proposal with the authorized signature of researcher/institute should be submitted at the office of PURC.
* Packages containing proposals may be opened, upon arrival, by the Executive Director for the purposes of registering the administrative details in databases and an acknowledgement of proposal receipt will be sent to coordinator/principle investigator by e-mail, fax, or post.
* The Research Evaluation Committee (REC) shall verify that all the proposals which meet the eligibility criteria referred in the call.
* Research Evaluation Committee (REC) shall then provide code against the candidates’ name to each of the received proposal and send to the independent expert/IRC for evaluation.
* Proposals ranking list shall be prepared by REC. If necessary REC will also arrange hearing from proposers in order to finalize the ranked list.
* The (RMC) shall take final decision on the selection of research projects on the basis of ranked list.
* The candidate has to submit the proposal and ready to defend the progress report as well as the final presentation as scheduled by PURC.
* Once the candidate is selected, the contract will be done between PURC and Principal/Authorities/Management Head of the affiliated college and the research grant will be released in the account of the affiliated college in 20%-20%-60% basis. However each college must form a Research Committee within the college comprising at least three faculty members who could respond to PURC on the status/progress of the research funded by PURC.
* The approved grant will be paid by PURC to the faculty involved in the research through the concerned affiliated college.
* In case of failure to complete the research project, the researcher shall return the released research grant to the concerned college thereby the college shall return the disbursed amount in the account of PU within a month or the end of the current fiscal year, whichever comes earlier.

The overall evaluation is based on the weightage of corresponding topics as described below:

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| --- | --- | --- |
| S.N. | **Indicators** | **Total Marks** |
| 1 | **Principle Investigator’s Academic Records**  PhD (5) MPhil(4) Master (3.5) | 5 |
| 2 | **Principle investigator’s Publication\***  Indexed/Refereed: (1 or more: 10)  Recognized Professional journal:(2×no.ofpublication up to3 =6)  National conference paper:(1×no. of publication up to 2=2) International Conference Paper(2×no. of publication up to 2=4) | 10 |
| 3 | **Experience of Research Involvement**  PhD thesis supervision: 3 or more (5),upto two (3)  Master/MPhil thesis supervision: 3 or more(2),up to two (1) No. of research projects conducted(1×5 =5) | 5 |
| 4 | **Involving other faculties members or University students** | 10 |
| Two or more Faculty teachers or more (10)  One Faculty or PI (teacher) (5) |
| Total | | **30** |
| Proposal Evaluation (to be evaluated by at least two individual experts | | **70** |
| Grand Total | | **100** |

**Note:**

1. First step of evaluation will be done by REC. The marking will be calculated on the basis of maximum score.
2. The University student refers to the Master/Bachelor students having completed course work and undergoing thesis work/graduate research project/project work.
3. Any research proposal which needs special attention for ethical issues will send to the institutional review committee for evaluation and permission.
4. The call for the submission of research proposals is launched once a year through a notice of the PURC website. All other criteria are as per PURC guidelines.

**Pokhara University**

**Research Center**

**Evaluation Format for Faculty Research Grant for Affiliated Colleges**

**Code No.- … Category…**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SN** | **Criteria** | **Full Marks** | **Marks Obtained** | **Remarks** |
| **1** | **Title** | **5** |  |  |
| **2** | **Background** | **10** |  |  |
| **3** | **Research Objectives** | **10** |  |  |
| **4** | **Rationale** | **10** |  |  |
| **5** | **Literature Review** | **15** |  |  |
| **6** | **Research Methodology/Data Analysis** | **40** |  |  |
| **7** | **Expected Outcomes** | **10** |  |  |
|  |  | **100** |  |  |

**Lastly Marks should be fulfilled in this format**

**Notes:**

* The evaluation will be carried out by two independent evaluators.
* The average of the marks given by two evaluators will be taken as the final mark.
* The minimum threshold marks for a proposal to be accepted is 50 per cent.
* The evaluators should justify in the case of the marks lower than 30 or more than 80 per cent.
* If the marks given by both the evaluators are below the threshold the proposal will be rejected. However, if the mark given by one of the evaluators is less than a threshold the proposal will be evaluated by a third evaluator and decision will be made on the basis of the report of the third evaluator.

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**Pokhara University Research Center**

**Dhungepatan, Lekhnath, Kaski**

Faculty Research Grant for Affiliated Colleges (FRGAC)

**Application form**

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| --- |
| To be filled by PURC |
| Date of Submission: |
| Approved By: |
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**1. General Information**

|  |  |  |  |
| --- | --- | --- | --- |
| A1. School/College |  | | |
| A2. Faculty |  | | |
| A3. Category (Please Tick) | | | |
|  | 1. Humanities & Social Sciences | |  |
| 2. Health Sciences | |  |
| 3. Engineering | |  |
| 4. Management | |  |
| Specify the other Category |  | |  |
| A4. Title of project |  | | |
|  | | |
| A5. Area of specialization of study | |  | |
| A6. Proposed duration in months | |  | |
| A7. Proposed starting Date | |  | |

**2. Principle Investigator/Team leader’s information**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| B1. Full Name | | | |  | | | | |
| B2. Gender | |  | | B3. Specialization | |  | | |
| B3. Date of Birth | |  | | B4. Highest Degree | |  | | |
| B5. Citizenship | |  | | B6. Job Position | |  | | |
| B7. Contact No. | |  | | Email Add. | |  | | |
|  | | | | | | | | |
| **B8. Academic Records (Bachelor onwards of latest first)** | | | | | | | | |
| Degree | Passed Year | | Major group/Subjects | | Division/Grade | | Percentage | Board/University |
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| **B9. Principle Investigator/Team Leader’s employment record** | | | | | |
| Period of Service | | Designation | Employments Name | Address | Temporary/Permanent |
| From | To |  |  |  |  |
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| **B10. Principle Investigator/Team Leader’s Research experience** | | | |
| Title of Study | Employer/University/ Any Other Agency | Contribution | Duration |
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| **B11. Principle Investigator/Team Leader’s Publication Record** | | |
| Date of Publication | Title | Publisher |
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**C1. Co investigators/ Team Members Record**

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| --- | --- |
| Full Names | |
| 1 | 4 |
| 2 | 5 |
| 3 | 6 |

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| **C2. Co investigators/ Team Members Academic Record ( Bachelor degree onwards of latest first)** | | | | | |
| Degree | Passed Year | Major group/Subjects | Division/Grade | Percentage | Board/University |
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Each member fills in separate table.

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| B11. **Co investigators/ Team Members Publication record** | | | |
| **Full Name of Investigator** | |  | |
| Date of Publication | Title | | Publisher |
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Each member fills in a separate table.

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| **D1. Previous faculty research fund record** | | | | | |
| **Full Name of Investigator** | |  | | | |
| Year | Title of Project | | Total Budget | Project start time | Current status |
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Each member fills in a separate table.

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| **E1. Scope of involving University Students in the proposed research** |
| Please specify precisely how university students would be involved in the research project. |
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| **F1. Collaboration of other institution (If applicable)** |
| Please mention the nature, extent and need of collaboration with other Institutions and their specific role. Give name, address, e-mail ID and Tel no. of the Institutions. Please attach supporting letters of the collaborating Institutions |
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**2. Detailed Proposal**

The proposal should be clear, concise, well-structured and to the point document with a focused title that communicates the purpose of the study.

(Limit it within 10-12 pages and prepare the Proposal in given format using following as the major components)

**Section -I**

1. Research Title

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2. Introduction

2.1 Background of Study (Maximum of 500 words)

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3. Research Objectives / purpose / aim of the study:

3.1 General

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3.2 Specific

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4. Rationale/ Significance of the Study

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5. Literature Review

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6. Research Methodology

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* 1. Research Design and Study Variables

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6.2 Study Area (If applicable)

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6.3 Sample Size and Sampling Procedure (If applicable)

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6.4 Data collection tools /techniques/methods (Specify)

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6.5 Validity and reliability of study tools

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6.6 Data analysis and management

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7. Limitation

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8. Expected Outcome

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9. Plan for dissemination

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10. Work Plan (should include duration of study, tentative date of starting the project and work

schedule)

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11. Budget

Provide with a tabular form of detailed information related to the cost of this study including university fee, field works, experimentation, books, study visits, seminar disseminations, printing and stationary, equipment, computers, and so on. Also mention the various sources of funding your research and available facilities, if the financial contribution provided by PURC may not be sufficient to meet all your study expenses.

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12. References (Harvard style)

**Undertaking by the Principal Investigators/ Team Leader**

*It is solemnly affirmed that I have read and understood the conditions of the award of this program advertised on the Pokhara University Website and that the decision of the PURC would be final and binding. In the event that my progress as the team leader of the project is found unsatisfactory in the periodic evaluation during the period of our study, I shall be liable to disciplinary action which may result in termination my involvement in this project.*

Name:

Date: Signature: