**CHAPTER 5 GUIDELINES FOR PREPARATION OF THESIS PROPOSAL (TP)**

**THESIS GRANT APPLICATION FORM**

**PART I: ADMINISTRATIVE DATA SHEET**

1. Name of the Applicant

…………………. ………….…….. .……………….. ………………… Last (Surname) Middle (if any) First name Title (Mr. Ms.) ID NO. ……………

1. Address

Permanent Address.

……… ………………………… …………………… Ward No VDC/Municipality District

Postal Address………………..

Telephone No.: ……………… Fax No.:……………… e-mail:…………… Mob No.:

3. Full name of the Institution / University

……………………………………………………………………..

Postal Address:

……………………………………………………………………...

Telephone No.: …………… Fax No.: ……………… e-mail: ………………

1. Is the thesis responsive to the NARDF thematic area and priorities? Yes ( ) No ( ) If yes,
	1. Thematic Area: b)Level: Master/ Ph.D

Signature: ………………………………… Date: ……………………..

1. Declaration of the Head of the Department/ Institution / University

The applicant has completed pre-thesis courses and prepared thesis proposal as per the guidance of this institution. The student has not received any grant assistance for the proposed thesis work from any other source. The thesis proposal is approved by the authority and is pursuing thesis work. If the requested thesis grant is approved, we will allow him/her to conduct the research in this institution and make avail the facilities here in.

Signature: ………………………………… Date: ……………………..

…………………. ………….…….. .……………….. ………………… Last (Surname) Middle (if any) First name Title (Mr./Ms/.Dr/Prof.) Designation: …………………………………….

Name of the Institution/University: …………………………………………….. Postal Address:

Office Seal

### Telephone No.: …………………

**Fax No.: …………………………………………………………...**

e-mail: ……………………………………………………………..

**Part II:** Financial Data Sheet

|  |  |
| --- | --- |
| Total amount of funds requested for proposed research project | Rs… |
| Budget |
| Budget Items | Unit | Rate | Quantity | Amount |
| Personnel |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Non Non Consumable Supplies (if relevant) - Include major and minor equipment etc. |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Consumable and Expendable Supplies(Include Stationery, Photocopying, Photographic films, Cassette Tapes & Batteries etc.) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Laboratory Expenses (if relevant)(Include chemicals, sample Cost etc.) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Field / Community related Costs (if relevant)(Include refreshment cost for focus group discussion and other related costs etc.) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Travel Cost within the Country (if relevant) (Include airfare, Bus fare, Vehicle hiring, Fuel etc.) |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Writing (Include Printing and Binding) |  |  |  |  |
| **Grand Total** |  |  |  |  |
| Explanation and Justification of Budget Items |
|  |

### Part III: Thesis Description Sheet

|  |
| --- |
| Title |
|  |
| Objectives |
| General |
|  |
| Specific |
|  |
| Summary ( Not more than 200 words) |
|  |
| Introduction |
|  |
| Statement of the problem |
|  |
| Literature Review |
|  |
| Rationale / Justification |
|  |
| Research Questions (if relevant) |
|  |
| Research Hypothesis (if relevant) |
|  |
| Research Design and Methodology |
|  |

|  |
| --- |
| Research Method (Tick one) √ |
| Qualitative |  | Quantitative |  | Combined |  |
| Study Variables |
|  |
| Type of study (Tick one) √ and specify |
| Descriptive study ( ) |
| Analytical study ( ) |
| Experimental study ( ) |
| Other ( ) |
| Study Site and its Justification |
|  |
| Target Population |
|  |
| Sampling Methods (Tick one) √ and specify |
| Non-probability Sampling ( ) |
| Probability Sampling ( ) |
| Sample Size |
|  |
| Sampling Frame (if relevant) and Sampling Process including Criteria for Sample Selection |
|  |
| Tools and Techniques for Data Collection |
|  |
| Pre-testing the Data Collection Tools (if relevant) |
|  |
| Validity and Reliability of the Research (if relevant) |

|  |
| --- |
|  |
| Biases (if relevant) |
|  |
| Limitation of the Study (if relevant) |
|  |
| Plan for Supervision and Monitoring |
|  |
| Plan for Data Management |
|  |
| Expected Outcome of the Research |
|  |
| Plan for Dissemination of Research Results |
|  |
| Plan for Utilization of the Research Findings (optional) |
|  |
| Plan *(should include duration of study, tentative date of starting the project and work schedule / Gantt chart)* |

**DECLARATION**

I hereby certify that the above mentioned statements are true, I have read and understood the regulation of the National Agricultural Research and Development Fund (NARDF) on the approval of Thesis Grant and will act in conformity with the said regulation in all respects. I have not received grant for this research from any other source. I agree to accept responsibility for the scientific conduct of the research project. If a grant is awarded as a result of this application, I shall provide progress reports and certified financial statements, and final reports in completion of the study.

I will provide NARDF with a written notice upon the completion of the research as well as a copy of final report (Thesis) of the research study. If I publish the results in a journal, I shall acknowledge the NARDF for the financial support and shall provide the NARDF with three copies of any such articles.

Signature of Applicant: ………………….. Name: ……………………………………… Date: ………………… ID…………………………

Address

Permanent Address.

District ………………………… …………………… Ward No VDC/Municipality

Postal Address………………..

 Telephone No.: ……………… Fax No.:……………… e-mail:…………… Mob No.:

Full name of the Institution / University

……………………………………………………………………..

Postal Address:

……………………………………………………………………...

Telephone No.: …………… Fax No.: ……………… e-mail: ………………

### SUBMISSION OF THE THESIS PROPOSAL

The TP should be submitted along with all the documents required with neatly compiled in a paper file.

Thematic Area (Please tick one):√

|  |
| --- |
| 1] Enhancing agricultural (Crops, Horticulture, Livestock and Fisheries) production and productivity and improvement of farming systems. |
| 2] Agricultural (Crops, Horticulture, Livestock and Fisheries) research and extension to reflect user-demand and the need to generate additional household income. |
| 3] Climate change adaptation in plant health and animal health for optimizing the production. |
| 4] Sustainable utilization of natural resources and the protection of the resource base and environment. |
| 5] Medicinal and aromatic plants (MAP), their domestication, production and value addition. |
| 6] Agricultural trade, agribusiness, agro-tourism, agro-processing, food safety, quality control and policy issues. |

The document should be filled in the following order:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Necessary documents | Number of documents | Official (NARDFverification) |
| 1. | This check list with a tick (√) on the document included | 1 copy |  |
| 2. | Official letter of the Institution/campus | 1 copy |  |
| 3. | Declaration letter | 1 copy |  |
| 4. | Collaboration Letter | 1 copy |  |
| 5. | Duly filled up TP (in the format given) | 2 copy (1 copy anonymous) \* |  |
| \* Note: Give full information in one copy and make anonymous to the next one. |
| **Office Use Only** | **NARDF Reference Code** |