University Grants Commission of Bangladesh
Higher Education Acceleration and Transformation Project
Academic Transformation Fund (ATF)

WINDOW 3a: Advanced Research in Priority Areas (AHSBL)

(Please submit section A and section B separately)

Section-A
*(This section must be completed anonymously, without sharing any personal identifiers. Inclusion of any personal or institutional information in this section will make the proposal **ineligible**.)*

1. **Sub-Project Title:**

   ……………………………………………………………………………………………

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2. **Please put a tick mark on the cluster of disciplines of the proposed research area as per section 3.3.4 of ATFOM (Please select any one):**

   a. Arts, Humanities, and Social Sciences (AHSS) ☐

   b. Climate Change and Disaster Management (CCDM) ☐

   c. Business and Law (BL) ☐

3. **Please put a tick mark on the category of the proposed research area (Please select any one):**

   ➤ AHSBL General category ☐
   ➤ Junior category led by junior academics ☐
   ➤ Climate change and resilience category ☐

4. **Implementation Period:**

   i. Commencement: ………………………… *(dd/mm/year)*

   ii. Completion: ………………….………… *(dd/mm/year)*

5. **Total Budget:** (i) In BDT (Lakh) ………………………….... …..

   (ii) In words……………………………………………

6. **a. Abstract of the Proposed Research Project (Must not be more than 300 words):**

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b. Keywords (3-5 words):

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7. Background (Must not be more than 700 words):

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8. **Problem Statement and Research Questions/Hypotheses (Must not be more than 1000 words):**

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9. Objectives:

a. General Objective:

(*Please note that a general objective is a statement summarizing the overall goal of a research or study project in a single sentence.*)

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b. Specific Objectives:

(*Please specify the objectives of the sub-project clearly, ensuring each objective yields specific results and outcomes. Each objective must be articulated in terms of milestones and assessed using performance indicators.*)

1.
2.
3.

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10. Expected Outcome(s):

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1.
2.
3.
………………….
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11. a. Literature Review and Research Gaps Identification (Must not be more than 700 words):

b. Relevant Theoretical/Conceptual Framework (Must not be more than 500 words): (if any)

12. Methodology (Must not be more than 600 words):

13. Please justify the Innovativeness/uniqueness/novelty of the proposed research project (Must not be more than 150 words):

14. SWOT Analysis:

a. (*Please identify the Strengths, Weaknesses, Opportunities, and Threats (SWOT) of the proposal submitting entity in relation to implementing the sub-project. **These should be aligned with background data substantiating the strategic analysis given in clause:04 of section B**)*

Internal	Strengths	Weaknesses ....
External	Opportunities	Threats ....

b. (*Please explain how the above SWOT analysis will be addressed in the proposed sub-project*)

15. Relevance of the Proposed Project:

(*Please describe how the proposal aligns with HEAT project objectives, the university's strategic plan, national development goals, and the government's tertiary education sector development goals. Clearly illustrate the connections between the facilities to be developed under this sub-project and their relevance to research.*)

16. Contribution(s):

(*Please describe the potential contributions of the project to new knowledge, quality education, policy initiatives, improved research infrastructure, and enhanced capacity for a broader postgraduate program. Additionally, outline the expected improvements in postgraduate programs, institutional performance, and innovation. Justify whether appropriate cost methods, such as cost-benefit analysis, have been selected.*)

17. List the Major Equipment/Instruments (if any):

a) (*Please prepare a list of the major equipment/instruments proposed for procurement under the sub-project. For each item, explain its relevance to the activities of the sub-project and describe the experience of the SPMT in using this equipment/instruments. If any item exceeds 15% of the total budget, please provide a justification for its cost.*)

Serial no.	Description of Equipment/Instruments	Estimated cost (BDT in Lakh)	Relevance	Experience of the SPM
1.				
2.				

b. Please Justify the Cost of the Item(s) Exceeding 15% of the Total Budget:

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18. Summary of Estimated Budget:

(*Please provide a summary of the major items and their estimated costs, as outlined in Table 1 below. This table should include only the main categories of expenditure, rather than a detailed list of all goods, services, and works that will be procured for the sub-project.*)

Table 1. Summary of Estimated Budget (Fill in the relevant items only using economic codes**)**

(BDT in Lakh)

Economic Code*	Items of Expenditure	Unit	Quantity	Estimated Cost (Taka)	% of Estimated Cost
31113	Allowances				
32111	Administrative Expenses				
32313	Training				
32441	Travel Expenses				
32551	Printing and Stationary				
32561	Chemicals				
41122	ICT Equipment				
41123	Machineries and Equipment				
41133	Computer Software				
Total Sub-Project Cost					

∗ Economic codes are available at *https://ibas.finance.gov.bd/ibas2/HelpDocuments/OldToNewEconomic.pdf?v=687*

19. a. Operation & Maintenance of Equipment/Instrument (if necessary):

(*Please provide details about the technical and financial capacity of the entity submitting the proposal for the operation and maintenance of the equipment or instruments to be acquired under this sub-project. Additionally, include a plan for developing any necessary additional capacity.*)

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b. Types of Technical Assistance/Consultation Required under the Sub-Project and Its Terms of Reference (ToR) (if any):

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20. Briefly describe the effect/impact of the proposed sub-project on:

1.	Human Development	
2.	Women & Children	
3.	Food Security	
4.	Employment, Poverty Reduction	
5.	Environment (Soil, Water, Air, Bio-diversity, Biomass etc.)	
6.	Disaster Management	
7.	Production Innovation	
8.	Academic Innovation	
9.	Research	
10.	Academic Program	
11.	Institutional Performance	
12.	Governance and management practice	
13.	Management Practices	
14.	Entity	
15.	Quality Assurance Program (if any)	
16.	Any other (please specify)	

21. Dissemination Strategy of Research Outcome(s):

(*Please outline how research results will be disseminated, including through journal articles, book chapters, monographs, conference papers, symposia, public lectures, exhibitions, posters, policy briefs, stakeholder dialogues, and digital platforms such as blogs, podcasts, and videos.*)

22. Sustainability Plan:

(*Please provide a summary of the sustainability analysis for this sub-project. This should include the measures and budget provisions that the entity or university is likely to commit to sustaining the activities and outcomes after the sub-project is completed. Additionally, you may include relevant information regarding other aspects of sustainability.*)

23. List of References (Using APA 7th Edition):

Please follow the APA style, 7th edition and avoid using your own name for self-references, (e.g., Researcher and colleagues. (2024); without title and name of the publisher for anonymity)

24. Please attach the completed SPP Annexes in the following manner:

   i. SPP Annex 1: Milestones, Performance Indicators, and Logical Framework
   ii. SPP Annex 2: Work/Activities Plan (Excel spreadsheet)
   iii. SPP Annex 3: Financing Plan (Excel spreadsheet)
   iv. SPP Annex 4: Procurement Plan Summary (Table A, Table B, Table C, Table D and Table E) Excel spreadsheet
   v. SPP Annex 5: Training visit/ Study Tour Plan
   vi. SPP Annex 6: Details of estimated Budget (Excel spreadsheet)