**Sub-Project Proposal Formats**

*(To be filled up to prepare sub-project proposals)*

**SPP Format W-3a**

**PIN ………………** *(for office use)*

**University Grants Commission of Bangladesh**

**Higher Education Acceleration and Transformation Project**

**Academic Transformation Fund (ATF)**

**Sub-Project Proposal Format for**

**WINDOW 3a: Advanced Research in Priority Areas**[[1]](#footnote-1)

**1. a. Sub-project Title**: ………………………………………………………………....…

b. Cluster of Broad Discipline as per section 3.3.4 of ATFOM: ……………

c. Indicative Area and Subject: as per section 2.3.3(a) of ATFOM …………

d. Indicate if the Research Area belongs to:

* STAGE/STEM ..................
* AHSBL ..................
* Research Led by Junior Academics ..................
* Climate Change and Resilience ..................

e. Entity: ..................................................................................

**2. Implementation Period:**

i. Commencement: ...............................................

ii. Completion: ...............................................

**3. Total Cost:**

1. In Taka (BDT Lakh): ...................................
2. In USD ($ Thousand): ....................................

**4. Members of the SPMT:**

(a) SPM: ………………………….………

(b) ASPM: ………………………...………..

(c): Member: ……………………...…………

(d) Member**: …………………………………**

**5. General Objective of the Sub-project**

Please note that a general objective is a statement that communicates the overall goal of a research or study project in a single sentence. Briefly mention the general objective that are aimed to be achieved:

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**6. Specific Objectives of the Sub-project**

Mention with clarity the specific objectives of the sub-project. Each specific objective will produce results and outcomes that have to be expressed in terms of milestones and be measured with performance indicators.

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| 1. |
| 2. |
| 3. |
| 4. |
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*Note: Please do write in the essay form*

**7. Sub-project Summary** (maximum 250 words)

Summarize the broad components, activities, methods, expected results, outcomes and strategies to be used in accordance with the specific objectives for implementing the sub-project. The broad impact expected as a result of the activities carried out must be explicitly stated. Please try to furnish the information about the above mentioned items under individual paragraph captions.

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**8. Strategic Analysis**

Briefly state the strategic plan (or its absence) of the university vis-à-vis the entity regarding infra-structural, financial and intellectual capacities building for teaching-learning in the proposed field(s). Also narrate the local, national and international priorities and potentials in the stated field of teaching-learning. Narrate the SWOT analysis (including the participants) performed to figure out the present state of development and its expansion possibilities using the strength and opportunity and mitigating weakness and threats. (Please consult ATFOM Annex 1 on SWOT Analysis.)

|  |  |  |
| --- | --- | --- |
| Internal | Strengths | Weaknesses |
| External | Opportunities | Threats |

**9. Background Data Substantiating the Strategic Analysis**

**A.** Please provide the information requested in the following table. This information will identify the availability of human resources and the unit’s teaching capacity in the last five years.

**Table 1. Data on Academic Staff and Students in Undergraduate Programs in the Entity**

| **Items** | | 2019 | 2020 | 2021 | 2022 | 2023 |
| --- | --- | --- | --- | --- | --- | --- |
| 1. | Total enrolment in undergraduate programs/class |  |  |  |  |  |
| 2. | First year enrollment |  |  |  |  |  |
| 3. | Average score of first year enrollees in university admission examination |  |  |  |  |  |
| 4. | First year retention rate of undergraduate students |  |  |  |  |  |
| 5. | Average pass rate in first year classes/courses |  |  |  |  |  |
| 6. | Established time-to-degree for the undergraduate programs (in academic sessions) |  |  |  |  |  |
| 7. | Actual average time-to-degree  (in academic sessions) |  |  |  |  |  |
| 8. | Total number of academic staff for undergraduate courses (fulltime & part-time) |  |  |  |  |  |
| 9. | Total number of full time-equivalent academic staff for undergraduate courses |  |  |  |  |  |
| 10. | Total number of full time academic staff |  |  |  |  |  |
| 11. | Total number of full time academic staff with PhD degrees |  |  |  |  |  |
| 12. | Total number of full time academic staff with Master’s degrees |  |  |  |  |  |
| 13. |  |  |  |  |  |  |

Additional data deemed relevant may be added

**B.** Please provide the information requested in the following Table 2. This information will identify the availability of human resources and the unit’s teaching capacity in the last five years.

**Table 2. Data on Academic Staff and Students in Graduate/Master’s Programs**

| **Items** | | 2019 | 2020 | 2021 | 2022 | 2023 |
| --- | --- | --- | --- | --- | --- | --- |
| 1. | Total enrolment in Undergraduate/Master’s program |  |  |  |  |  |
| 2. | First year enrollment in Undergraduate/Master’s program |  |  |  |  |  |
| 3. | Number of Graduates/Masters passed each year |  |  |  |  |  |
| 4. | Graduation/Master’s pass rate per entry cohort (%) |  |  |  |  |  |
| 5. | Established time-to-degree for the Graduate/  Master’s program (in academic sessions) |  |  |  |  |  |
| 6. | Actual average time-to-degree  (in academic sessions/semesters) |  |  |  |  |  |
| 7. | Total number of full time academic staff holding PhD degrees involved in Undergraduate/Master’s programs |  |  |  |  |  |
| 8. | Total number of part time academic staff holding PhD degrees involved in Undergraduate/ Master’s programs |  |  |  |  |  |
| 9. | Total number of full time academic staff holding master’s degrees involved in Undergraduate/Master’s programs |  |  |  |  |  |
| 10. | Total external resources (Lakh Taka) captured for Undergraduate/Master’s program teaching-learning activities. |  |  |  |  |  |
| 11. | Average time gap between curricula updating/ revision |  |  |  |  |  |
| 12. | Total number of thesis/research monographs/ publications by Graduate/Master’s students |  |  |  |  |  |
| 13. | Average number of publications per academic staff engaged in Graduate/ Master’s program |  |  |  |  |  |
| 14.\* |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

\*Additional data deemed relevant may be added here

**10.** Briefly describe the proposed field of research for which capacity building is being planned. If possible, identify specific areas for postgraduate research students. Show clearly the linkages between the facilities proposed for development and the research.

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**11. Relevance:**

Describe the relevance of the proposal to the strategic plan of the university, to national development, and to the tertiary education sector development goals of the government. Please elaborate the plan for Ph D intake, if any, specifying the field of research. Clearly show the linkages between the facilities to be developed under this sub-project and research.

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**12. Benefits (Qualitative and Quantitative)**

Describe the benefits to be gained from the sub-project in terms of its contribution towards a better research infrastructure and capacity, wider PhD program coverage and higher enrollments and graduation rates, improvements in research outputs, productivity, industrial and international linkages. Please also describe the expected improvements in post-graduate programs and institutional performance and innovation. Justify whether the effective cost methods have been selected.

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**13. List the major equipment proposed** *(if required*) for procurement under the sub-project and mention their relevance to the activities of the sub-project and also previous of experience of the **SPMT** in using these equipment. Please give justification of any item and it’s cost if it exceeds 15% of the total budget.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Serial no.** | **Description** | **Estimated cost**  **(BDT in Lakhs)** | **Relevance** | **experience** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

**14. Justification of any item of cost exceeding 15% of the total budget:**

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**15. Summary of Estimated Budget**

Please furnish summary of major items and estimated cost following table-3 below. This table should mention only the major heads of expenditure and not a detailed list of all goods, services and works that will be procured under the sub-project.

**Table 3. Summary of Estimated Budget**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | **BDT in Lakh** |
| Economic Code\* | Items of Expenditure | Unit | Quantity | Estimated Cost  (Taka) | % of  Estimated Cost |
| 31113 | Allowances |  |  |  |  |
| 32111 | Administrative Expenses |  |  |  |  |
| 32311 | Foreign training |  |  |  |  |
| 32312 | Domestic training |  |  |  |  |
| 32551 | Printing and Stationary |  |  |  |  |
| 32561 | Chemicals |  |  |  |  |
| 41122 | ICT equipment |  |  |  |  |
| 41123 | Machineries and Equipment |  |  |  |  |
| 41133 | Computer Software |  |  |  |  |
| Operational Costs/Contingencies  (maximum 2% of total cost) | |  |  |  |  |
| **Total Sub-Project Cost** | |  |  |  |  |

\* Economic codes are available @ [*https://ibas.finance.gov.bd/ibas2/HelpDocuments/OldToNewEconomic.pdf?v=687*](https://ibas.finance.gov.bd/ibas2/HelpDocuments/OldToNewEconomic.pdf?v=687)

**16. Operation & Maintenance of Equipment/Instrument** *(If applicable)*

Describe the capacity (technical and financial) of the proposal submitting entity for the operation and maintenance of equipment/instruments to be procured under this sub-project. Please mention the proposed plan to build required additional capacity:

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**17. Describe the type of technical assistance/consulting required under the sub-project (if any) and its Terms of Reference (ToR).**

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**18.** Describe the linkages/collaboration (if any) with other university/ Department/ Institute/ Center/ **NGO**/Business Corporation/Company/Industry etc.

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

|  |  |  |
| --- | --- | --- |
|  | Environment (Soil, Water, Air, Bio-diversity, Biomass etc.) |  |
|  | Women & Children |  |
|  | Employment, Poverty Reduction |  |
|  | Institutional Performance |  |
|  | Academic Program |  |
|  | Entity |  |
|  | Research |  |
|  | Human Development |  |
|  | Food Security |  |
|  | Production Innovation |  |
|  | Academic Innovation |  |
|  | Quality Assurance Program (if any) |  |
|  | Governance |  |
|  | Management Practices |  |
|  | Disaster Management |  |
|  | Any other (please specify) |  |

**20. Sustainability** Please provide a summary of a sustainability analysis for this sub-project, e.g., what measures and budget provisions the entity/university is likely to commit to sustain the activities and outcomes after the completion of the sub-project;

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**21.** Please state if (i) project of similar nature was implemented earlier or/and (ii) is currently under implementation by the proposal submitting entity, or (iii) by any of the members of the sub-project management team. If so, mention the name of the project, cost, duration and major outcomes. Also please mention whether there will be duplication of activities and surplus funds will be available for the entity due to undertaking of this ATF sub-project.

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**22**. Please mention name and address of three peers/experts (national/international) in the proposed field of research and development program.

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| --- |
| 1. Name: …………………................................................……….   Official designation (if any)………………………........………  Correspondence/Mailing Address: …………………………….  Email: ………………………………………. …… cell no. ………………………… |
| 1. Name: ……………………….................................................….   Official designation (if any)…………………….........…………  Correspondence/Mailing Address: ……………….…………….  Email: ………………………………………. …… cell no. ………………………… |
| 1. Name: …………………………..................................................   Official designation (if any)……………….............……………  Correspondence/Mailing Address: …………………………….  Email: ………………………………………. …… cell no. ………………………… |

**23.** Please attach the following completed SPP Annexes:

1. SPP Annex 1: Milestones, Performance Indicators and Logical Framework

2. SPP Annex 2: Work/Activities Plan (excel spread sheet)

3. SPP Annex 3: Financing Plan (excel spread sheet)

4. SPP Annex 4: Procurement Plan Summary (Table A, Table B, Table C,   
 Table D and Table E) excel spread sheet

5. SPP Annex 5: Training visit/ Study Tour Plan

6. SPP Annex 6: Details of estimated Budget (Excel spread sheet)

7. SPP Annex 7: Environment and Safety Check List for Research and Innovation

8. SPP Annex 8: Attachment A: Environmental Monitoring and Mitigation Plan

9. SPP Annex 9: Social Screening Form

10. SPP Annex 10: Indicative Organogram of the Sub-project Management Office

11. SPP Annex 11: Sub-project Management Team and Resume

* Attachment: Resume of SPM, ASPM and SPMT Members.
* Upload: CV of SPM, ASPM and SPMT members online.

12. SPP Annex 12: Proposal Endorsement by University Management

**SPP Format W-3b**

**PIN ………………** *(for office use)*

**University Grants Commission of Bangladesh**

**Higher Education Acceleration and Transformation Project**

**Academic Transformation Fund (ATF)**

**Sub-Project Proposal Format for**

**WINDOW 3b: Collaborative Research with Industries and   
Research Institutes**

**1.** a. Sub-project Title:…………………………………………………………………….…

b. Cluster of Broad Discipline as per section 3.3.4 of ATFOM : ……………

c. Subject Area and Subject: as per section 2.3.3(b) of ATFOM ……………

d. Entity: ..........................................

**2.** Implementation Period:

i. Commencement: .......................................................

ii. Completion: ........................................................

**3.** Total Cost:

(a) In Taka (BDT Lakh): .............................................

1. In USD ($ Thousand): ..............................................
2. Name of the Partner Industry : ………………………………………………………

**5. Members of the SPMT:**

(a) SPM: ………………………….………

(b) ASPM: ………………………...………..

(c): Member: ……………………...…………

(d) Member**: ………………………………….**

1. **PROJECT DESIGN**

**6. General Objective of the Sub-project**

Please note that a general objective is a statement that communicates the overall goal of a research or study project in a single sentence. Briefly mention the general objective that are aimed to be achieved:

|  |
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**7. Specific Objectives of the Sub-project**

Mention with clarity the specific objectives of the sub-project. Each specific objective will produce results and outcomes that have to be expressed in terms of milestones and be measured with performance indicators.

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| 1. |
| 2. |
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*Note: Please do not write in the essay form*

**8. Summary of Project Activities:**

Describe the project components, activities, methods, and expected results in accordance with the specific objectives described above. Please also describe in detail the groundwork and arrangements made for undertaking the collaborative research with the industry (e.g., meetings held, subject of research identified).

|  |  |  |  |
| --- | --- | --- | --- |
| Project Components | Activities | Methods | Expected Results |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**9. Groundwork and Arrangements for Collaborative Research:**

1. Meetings with: ………………………………………………………………………………
2. Subject of Research: ……………….…………………………………………………..……

* Plan for coordination of various components:

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**B. INNOVATION & TECHNOLOGIES**

**10. Innovativeness and Potential Impact of the Technologies**

Describe in detail the innovativeness, originality and creativeness of the technologies that the sub-project aims to jointly develop with the industry and commercialize. Please also describe the technologies’ potential for creating added valued in Bangladesh economy and society.

(i) Describe the proposed technology/process and the background research work already performed.

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(ii) Point out the innovativeness of the proposed technology.

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(iii) What makes the industry interested in developing the proposed technology?

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|  |

(iv) How will the proposed technology create value addition in Bangladesh economy?

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**11. Assessment of Potentiality and Feasibility for Commercialization**

(i) Explain potentiality and feasibility for commercialization of the technologies.

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(ii) What is the advantage/competitive edge of the proposed technology over existing technology?

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1. Point out the market demand and the market size of the proposed technology/product as per market survey conducted.

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(iv) Name the potential customer of the technology/product.

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(v) State the estimated time required for starting commercialization.

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(vi) What are the possible risks and bottlenecks in production?

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(vii) Name the competitors in the market, if any.

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1. Mention if the university can establish a commercial arm for starting business under the legal framework of the institution and country.

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**12. Assessment of Potentiality for Patenting**

(i) Describe the findings from patent search for existing similar patents.

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(ii) List the patents filed by the SPM/SPMT during the past ten years.

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(iii) Plan for patenting the product/process that would be the outcome of the joint research work.

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**13. Identification of Technological Risks**

Describe any foreseeable technological risks that might hinder further development and commercialization of the technologies as well as any risks associated with the partnership between the entity and industry. Please also describe risk mitigation measures if possible.

|  |
| --- |
| **1. Foreseeable technological risks:** |
| **2. Risk mitigation measures:** |

**C. COLLABORATION AND RESEARCH CAPABILITIES**

**14. Strategies and Methods of Collaboration**

Describe the types and methods of joint research and marketing activities with industry partner(s) under the sub-project. Also describe agreed deliverables and roles of each side as well as timelines for technology development. Please mention past experience of collaboration with the same partner(s), if any.

|  |
| --- |
| 1. Types and methods of joint research: |
| 2. Types and methods of joint marketing activities: |
| 3. Roles and deliverables; university side: |
| 4. Roles and deliverable; industry side: |
| 5. Past experience of collaboration with the same partner: |

**15. Assessment of Industrial Research Capacity**

Describe past experience of the proposal submitting entity to undertake any industrial researches (i.e., joint researches with industries, commercialization of technologies, revenues earned from industries for technical support, etc). Please also describe past experiences and achievements of the entity related to the researches on the proposed technologies (literatures published, joint research, etc.).

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| 1. Past experience of joint researches with industries, commercialization of technologies, revenues earned from industries for technical support etc.: |
| 2. Experience and achievements related to researches on the proposed technology: |
| 3. Logistics available to the members of the SPMT in the entity for carrying out the proposed research: |

**16. Industry/Company Profile**

Describe the profile of the industry, mentioning their product line and product volume, market share, R&D policy, etc. In not more than 250 words. Mention website of the industry.

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Please attach documentation (brochure, booklet etc.) on the industry/company as **SPP Annex xx**.

**17. Background Information on Industry Partner**

Please provide the information requested about the industry partner in the following table. This information will serve to analyze the capacity of the industry partner.

* Please provide documents (brochure, booklet etc.) of the industry.

**Table 1: Background Information on Industry Partner**

| **Items** | | **Response** |
| --- | --- | --- |
|  | Annual R&D spending in the past three years (in Lakh Taka) | 2020:  2021:  2022:  2023: |
|  | In-house R&D facilities and manpower | R&D facilities:  The number of R&D staff: |
|  | Research collaborations with university or research institutes in the past 10 years | 1.  2.  3. |
|  | The number and short descriptions of patents filed in the past 10 years |  |
|  | Any other noteworthy research outcomes or collaboration with academics and researchers |  |

**D. DETAILED PROJECT DESIGN AND INFORMATION**

**18. Background Data of the Proposal Submitting Entity**

**A.** Please provide the information requested in the following table. This information will serve to analyze the size, strength and potential of the human resources and the unit’s research capacity, productivity and outreach in the last five years.

**Table 3: Background Data of the Proposal Submitting Entity**

| **Items** | | 2019 | 2020 | 2221 | 2022 | 2023 |
| --- | --- | --- | --- | --- | --- | --- |
|  | Total enrolment in PhD program |  |  |  |  |  |
|  | First year enrollment in PhD Program |  |  |  |  |  |
|  | Number of PhD degrees awarded |  |  |  |  |  |
|  | % of students achieving PhD per entry cohort |  |  |  |  |  |
|  | Stipulated time-to-PhD degree (in academic session/semester) |  |  |  |  |  |
|  | Number of drop-outs in PhD programs |  |  |  |  |  |
|  | Actual average time-for–completion of PhD program (in academic session/semesters) among PhD awardees |  |  |  |  |  |
|  | Total number of faculty members involved in research |  |  |  |  |  |
|  | Total number of full time faculty members involved in research |  |  |  |  |  |
|  | Number of Assistants/Fellows involved in Post-graduate Research |  |  |  |  |  |
|  | Total number of full time faculty members involved in supervision of research/Ph D programs |  |  |  |  |  |
|  | Total number of full time faculty members holding PhD engaged in supervision of research/PhD programs |  |  |  |  |  |
|  | Total number of post-doc faculty members |  |  |  |  |  |
|  | Total external resources (Taka) obtained for research/PhD |  |  |  |  |  |
|  | Total number of publications |  |  |  |  |  |
| 16. | Total number of research publications in peer reviewed journals by all faculty members in the entity |  |  |  |  |  |
| 17. | Total number of research publications\* in peer reviewed journals by members of the SPMT |  |  |  |  |  |
| 18. | Total number of Intellectual Properties (IP)/products/processes created |  |  |  |  |  |
| 19 | Total number of patents obtained |  |  |  |  |  |
| 20 | The number of partnership MOUs signed with industries |  |  |  |  |  |
| 21 | Revenues earned from industry through provision of technical support and technical services (in Lakh taka) |  |  |  |  |  |

*\*Please attach front page of the publications as Annex.*

**B.** Please provide data on existing facilities/resources available in the entity.

| **Description of Facilities** | **Unit** | **Existing/ Available** | **Comments** |
| --- | --- | --- | --- |
| 1. Science Lab |  |  |  |
| 1. Engineering Workshop |  |  |  |
| 1. Medical lab |  |  |  |
| 1. Agricultural Lab/Field centers |  |  |  |
| 1. Veterinary/Fisheries Lab |  |  |  |
| 1. Chemicals/ Biochemical Lab |  |  |  |
| 1. Computer Lab |  |  |  |
| 1. Qualified/Trained Supervisors |  |  |  |
| 1. Qualified/Skilled Science Lab Technicians |  |  |  |
| 1. Engineering Machine/Instruments Operator |  |  |  |
| 1. Medical Equipment/ Instrument Technician |  |  |  |
| 1. Other Skilled Technicians/Support Staff |  |  |  |
| 1. Please attach a list of state-of-the art scientific equipment in use in the entity’s lab |  |  |  |
| 1. \* |  |  |  |
| 1. Facilities in the Laboratories of the SPMT: |  |  |  |
| (i) |  |  |  |
| (ii) |  |  |  |
| (iii) |  |  |  |

*\*Additional items may be included according to the specificity of the institution*

1. **Operation & Maintenance of Equipment/Instrument** *(If applicable)*

Describe the capacity (technical and financial) of the proposal submitting entity for the operation and maintenance of equipment/instruments to be procured under this sub-project. Please mention the proposed plan to build required additional capacity:

|  |
| --- |
| 1. Technical and financial capacity: |
| 2. Experience of operation/maintenance/repair of scientific equipment: |
| 3. Proposed plan to build required additional capacity: |

**20. List of equipment** *(if applicable)* **proposed for procurement and their relevance:**

List the major equipment proposed for procurement under the Sub-project and mention their relevance to the activities of the Sub-project and also previous of experience of the SPMT in using these equipment.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Serial no.** | **Description** | **Estimated cost** | **Relevance** | **experience** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
|  |  |  |  |  |

**21. Please give justification of any item and its cost if it exceeds 15% of the total budget.**

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**22. Summary of Estimated Budget**

Please furnish summary of estimated revenue expenditure and capital expenditure for acquisition of assets in Table 2 below. This table should mention only the major heads of expenditure and not a detailed list of all goods, services and works that will be procured under the sub-project. Excel format for the detailed estimated budget is given **ATFOM Annex 22**.

**Table 2. Summary of Estimated Budget**

|  |  |
| --- | --- |
| Sub-Project Title: ……………………………………………........………………………………………… | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  |  |  |  |  | **BDT in Lakh** | | Economic Code\* | Items of Expenditure | Unit | Quantity | Estimated Cost  (Taka) | % of  Estimated Cost | | 31113 | Allowances |  |  |  |  | | 32111 | Administrative Expenses |  |  |  |  | | 32311 | Foreign training |  |  |  |  | | 32312 | Domestic training |  |  |  |  | | 32551 | Printing and Stationary |  |  |  |  | | 32561 | Chemicals |  |  |  |  | | 41122 | ICT equipment |  |  |  |  | | 41123 | Machineries and Equipment |  |  |  |  | | 41133 | Computer Software |  |  |  |  | | Operational Costs/Contingencies  (maximum 2% of total cost) | |  |  |  |  | | **Total Sub-Project Cost** | |  |  |  |  |   \* Economic codes are available @ <https://ibas.finance.gov.bd/ibas2/HelpDocuments/OldToNewEconomic.pdf?v=687> | |

**23. Plan for Promoting Innovations within the Entity**

Briefly state plans of the university and/or the proposal submitting entity regarding institutional reforms, capacities building, and awareness raising for promoting technology transfer and culture of innovations in the university and among the faculties.

|  |
| --- |
| 1. Plans: |
| 2. Relevance to building Innovation Ecosystem: |

**24. Sustainability**

Please provide a summary of a sustainability analysis for this sub-project, e.g., what measures and budget provisions the entity/university is likely to commit to sustain the activities and outcomes after the completion of the sub-project;

|  |
| --- |
|  |

1. Please state (i) if project of similar nature was implemented earlier or/and (ii) is under implementation by the proposal submitting entity or (iii) by any of the members of the Project Management Team? If so, mention the name of the project, cost, duration and major outcomes. Also please mention whether there will be duplication of activities and surplus funding for undertaking the THEF Sub-project.

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**26. Roles of Proposed Industry Research Fellows (if any):**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Category\*** | **Name** | **Affiliation** | **Holding Degree** | **Experience in Relevant Research** | **Main Role in the Sub-project** |
| 1 | Full time registered PhD students |  |  |  |  |  |
| 2 | Part-time work place PhD students |  |  |  |  |  |
| 3 | Post-doctorate research fellow |  |  |  |  |  |

**27. Sustainability**

Please provide a summary of a sustainability analysis for this sub-project, e.g., what measures and budget provisions the entity/university is likely to commit to sustain the activities and outcomes after the completion of the sub-project;

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**28.** Please state (i) if project of similar nature was implemented earlier or/and (ii) is under implementation by the proposal submitting entity or (iii) by any of the members of the Project Management Team? If so, mention the name of the project, cost, duration and major outcomes. Also please mention whether there will be duplication of activities and surplus funding for undertaking the THEF Sub-project.

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**29.** Please attach the following completed SPP Annexes:

1. SPP Annex 1: Milestones, Performance Indicators and Logical Framework

2. SPP Annex 2: Work/Activities Plan (excel spread sheet)

3. SPP Annex 3: Financing Plan (excel spread sheet)

4. SPP Annex 4: Procurement Plan Summary (Table A, Table B, Table C,   
 Table D and Table E) *excel spread sheet*

5. SPP Annex 5: Training visit/ Study Tour Plan

6. SPP Annex 6: Details of estimated Budget (Excel spread sheet)

7. SPP Annex 7: Environment and Safety Check List for Research and Innovation

8. SPP Annex 8: Attachment A: Environmental Monitoring and Mitigation Plan

9. SPP Annex 9: Social Screening Form

10. SPP Annex 10: Indicative Organogram of the Sub-project Management Office

11. SPP Annex 11: Sub-project Management Team and Resume

* Attachment: Resume of SPM, ASPMS and SPMT Members.
* Upload: CV of SPM, ASPM and SPMT members online.

12. SPP Annex 12: Proposal Endorsement by University Management

13. SPP Annex 13: Partnership Agreement between the Entity and the Industry Partner

1. Please consult chapter 2, section 2.7.6 and Table 1 of the ATFOM for an indicative list of research areas [↑](#footnote-ref-1)