



# Research & Innovation Proposal Template

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a) **TITLE OF PROPOSAL:**

b) **INVESTIGATORS**

	Principal Investigator	Co-Principal Investigator (if any)
Name		
Department		
Speciality		
Telephone No.		
Email		

**OTHER INVESTIGATORS:**

INVESTIGATORS	NAME	DEPARTMENTS	PHONE NUMBER	EMAIL

**COLLABORATION:** *Collaborations is part of the value chain to a good research and could accentuate the chances of winning a grant. If collaborators with another university/organization may be required, please prepare a letter of collaboration between both institutions. Sometimes the roles these may play would have to be stated. We advise that researchers develop partnerships with in-country and international institutions or colleagues)*

**EXECUTIVE SUMMARRY** *(Please develop after every aspect of the proposal has been completed)*

a) **BACKGROUND OF STUDY:**



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**STATEMENT OF PROBLEM** (*What gaps or issues this research intends to resolve? What is new about this research that is different from existing knowledge/product? Is the idea innovative? Does it intend to resolve or create a cost-effective solution to a challenge? Why do you think is the deal for this research? Can this idea compete in terms of relevance? Back up your problem statement with literatures and address the specific objectives listed below*)

**JUSTIFICATION/RATIONALE** (*Relate with motivations in the problem statement to justify the need for this research*).

## **HYPOTHESES**

**OBJECTIVES** (*All objectives should be expounded in the problem statement and appropriately justified. The need for this study would have been fully justified to convince any grant reviewer on the relevance of the research and benefits*)

i. **General**

ii. **Specific Objectives (in order of milestones – short/long-term)**

b) **SIGNIFICANCE/ OUTPUTS**

**BRIEF LITERATURE REVIEW:** (*emphasizing how it fits into local and global work done and essentially how it relates to stated problems, justification and objectives*)

c) **PROPOSED METHODS. (How will the research objectives listed above be achieved?**

**What measurements are required? What are the standard method or modified methods**

**that are proposed? Use literatures as appropriate. OBJECTIVES** (*Study Area, study sites, study population, materials (as appropriate), theories (as appropriate), design, sample size justification [where applicable], ethical considerations [where applicable], Data analyses etc.*

*Specific methods will however be proposed for studies that requires a specific protocol. This is a guide and by no means prescriptive for all disciplines*)

d) **TIMELINES**

**BUDGET.** [*Direct and indirect cost computation required*]. (i) [*Direct cost*] – *Cost of conducting the entire research: (How much is needed to conduct all activities that has been proposed to achieve the set objectives? Would meetings be required? Travels to site visitations? Cost of supplies, field staff, consultants, monitoring and evaluation, dissemination (publication and conferences), registration or cost for ethical approval, planning/review meeting/supervision? Will investigators be paid monthly?* (II); *INDIRECT COST (Facility and Administration charges [F&A][10 – 25%] – Percentage of direct cost. Kindly note that funders’ requirements should be respected*). *There is university guidance on budgeting. Please contact the Research and Innovation Office*)

**Justify your budget**



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e) **FILING OF PATENT (WHERE APPLICABLE) AND DISSEMINATION Strategy-**

*Desired process, journals, Conferences. Name the Journals and impact factor (From the start and given your ideas, what journal impressive journal would you want your sponsor to know that a funded study will be published? Do you intend to organize or attend a special seminar/conference/town hall meeting for feed-back ? What will these costs? Apart from stating these here, remember to include them in budget)*

**REFERENCES** *(Please use most relevant references. Remember that experts in this field will review your proposal. Missing references or non-reference to key journals may not help your application. References should be formatted in Harvard to start with in this guide to ensure easy formatting to sponsor's specification)*

- f) Think of an implementation plan
- g) CV's of the Investigators-introduce Bio-sketch form –

*What expertise, experience or trajectory are the investigators bringing to this research? Previous publications, grant management, etc). The NIH Bio-sketch will be useful.*

*Timeline of Development of Ideas to proposal submission (This will help you track your speed)*

<i>Date proposal guide collected</i>	<i>Literature review</i>	<i>Problem statement defined</i>	<i>Justification/ Objectives/</i>	<i>Methods</i>	<i>Budget Etc and then submission</i>

*Note: Referencing is a continuum as ideas are developed and this should be continuously updated until submission.*

*We are available to support you in all processes and celebrate your success.*