

## **Notices to be considered for a project proposal**

- Write a project proposal in accordance with the given recommended format.
- The prescribe paper size is A4
- Use tables, charts, diagrams, basic conceptual diagrams, picture, photos etc. if possible.
- Font will be Times New Roman and size 12 with space 1.5 lines
- If improper matters such as deception, inaccuracy, forgery, plagiarism, etc. are found in submitting the project proposal, then project selection or project agreement will be cancelled according to the relevant guidelines.

# Project Proposal for Technology Development

## 1. Application Type

Name			Registration Date	
Application Area		<input type="checkbox"/> Agriculture and Rural Development <input type="checkbox"/> Alternative and Renewable Energy <input type="checkbox"/> Health Related Livelihood <input type="checkbox"/> Other Sector Contributing to Integrated Rural Development		
Project Type	Subject	<input type="checkbox"/> Single <input type="checkbox"/> Inter-Linked		
	Development Target	<input type="checkbox"/> New Product/Process Development Project <input type="checkbox"/> Product/Process Improvement Project <input type="checkbox"/> Technology Commercialization/Propagation Project		

## 2. Project Outline

Project Title			
Keywords			
Project Size	Expected Budget		Duration (In Months)
	USD	NRs	

## 3. Project Summary

*(Note: Provide the overall summary/abstract of a proposed project between 500 words)*

#### 4. Implementing Entities (Organization)

##### I. General Information

Item	Specification
Major Functions/Production	
Number of Full-Time Employees (Professors, Researchers etc.)	
Annual Budget or Sales Revenue (USD/NRs)	
Annual Research Budget (USD/NRs)	

##### II. Research Infrastructure

Facility/Equipment Name	Specification	Quantity	Use

##### III. Related Research Project Experiences

Project Title	Customer	Duration	Budget		Remarks
			USD	NRs	

##### IV. Major Technology Transfer/ Commercialization/ Propagation Results

Items	Country	Target Organization	When	Amount	
				USD	NRs

## V. Partner Research Institution (If any)

*(Note: Also provide each key partner's status using the same form as the lead research institution)*

## 5. Project Overview

### I. Background

*(Note: Describe the present status, issues and prospects of domestic and foreign technology development relating to the proposed project and outline the necessity of domestic research and development in between 500 words)*

### II. Objectives

*(Note: Explain the target technology or product including main activities for development as well as the main role of each participating institutions. If possible, you can use visual diagrams or flowcharts for better understanding- **patent**)*

### III. Competitive Features

*(Note: Describe your own strengths or competitive- edge characteristics considering the competitive environments).*

### IV. Project Impacts

*(Note:*

- Provide a description of the key target beneficiary group including key characteristic.
- State the impacts in the technological area or building research capacity. You can add more for the industrial, social and economic fields besides other extended effects
- Impacts in building research capacity: describe how the project will help build research capacity in participating institution
- Socio-economic impact: Describe problems in the related fields and the economic impacts such as market creation and job creation, import substitution, cost reduction, and industrial development that the proposed technology can be solved and met, and consumer needs as well.
- Technology impacts: describe applications of the proposed technology, the field of convergence utilization, and contributions to other technologies)

## 6. Project Team Organization

### I. Role of Participating Institutions

*(Note: Describe the role of institution and how to incorporate among the organizations using a diagram, if possible- **patent**)*

## II. Key Participant's Roles

*(Note: Provide key participant's basic background related to the similar projects and major roles in this project)*

## 7. Technological Development Plan

### I. Technological Outcomes

*Note:*

- *Provide the contents and scope of technology development.*
- *Explain details of expected outcomes from this development approx. 1-3 pages.*
- *Quantitatively compare the superiority and technological differences with the existing or similar technologies.*
- *Description of evaluation methods for the final outcomes based on your own key indicators*
- *Patent)*

### II. Development Process

*(Note:*

- *Explain the activities for development*
- *Describe the development procedures and methods*
- *Provide a risk management or contingency plan)*

## 8. Commercialization/Propagation Plan

### I. Commercialization/Propagation Plan

*(Note:*

- *Describe the starting case for a field-testing case at a reference end-user)*
- *Describe domestic and international market trends including export/import status*
- *State promoting the commercialization of products, securing sales channels, sales strategies, and export strategies if applicable)*

### II. Revenue Forecasting

*(Note: Provide the projected market size, expected market share in 1-3 years, estimated scales and the reason, etc. after the technology development)*

Classification		First year	Second Year	Third Year
Domestic	Market Share (%)			
	Sales (USD/NRs)			
Overseas	Market Share (%)			
	Sales (USD/NRs)			
Total				

**9. Work Plan**

*(Note:*

- *Break down the whole development procedure into more detailed steps*
- *Provide the contents and schedule and responsibility for each step)*

**Appendices**

1. Budget Sheet
2. Participating Institution’s Certificates of Eligibility for Application
3. Letters of Intent for the Participation
4. Project Participation Agreement
5. Project Participant’s Profiles
6. Project Participant’s Employment Certificate
7. Documents or Certificate for Bonus or Negative Points