

The structure of a Proposal

1.1.	Title of the proposed research project:
1.2.	List of investigators and roles (i.e. PI, CO-PI, etc.)
1.3.	Focus area of the research project:
1.4.	Total budget of the project/estimated
1.5.	Background of the research project: this section should include a description of the importance of the researchable problem that the researchers are seeking to address and a very brief summary of any significant research already carried out. (Not more than 250 words).
1.6.	Statement of the Problem: The proposal should illustrate the gaps in the context of research already conducted. What is the gap in knowledge and/or practice? Why is this research being conducted? (not more than 300 words)
1.7.	Objectives of the study: This section should outline the objectives the researchers or research team seeks to achieve.
1.8.	Research questions and/or hypotheses: the researchers should formulate a research question and hypotheses that should originate from the literature review.

1.9. Proposed Research Design, Methods/Procedures: this section should briefly explain how the research is going to be conducted. What method /methodology do researchers utilize?
1.10. Research Timeline: this section is important to evaluate the length of the research and funding needs (could be done in the form of a Gantt chart).
1.11. References: list of references used for the development of the research concept note