



Guidance notes for completing UGC funded research grant application for 2025-2026

Section	Note
Title of the proposed research	<ul style="list-style-type: none"> The title should summarize the main idea or ideas of the study. A title should contain the fewest possible words that adequately describe the contents and/or purpose of your research. As far as possible, it must be controlled, rigorous, systematic, valid, and verifiable, empirical, and critical. Should include the key variables being evaluated and be devoid of stating the expected outcome. It essentially reflects research question, study design, study population, and comparison group when important.
Specific objectives of the project	<ul style="list-style-type: none"> Your specific objectives should specify exactly what you will do in each phase of your study, how, where, when and for what purpose. They are a to-do list of tasks that outline what you propose to do in the project.
Research question to be answered and/or hypothesis to be tested	<ul style="list-style-type: none"> Describe the research question/ hypothesis to provide context, key terms, and concepts so the reader can understand the study. The hypothesis should be clear and precise to consider it to be reliable. A relational hypothesis should: <ul style="list-style-type: none"> Name the independent and dependent variables and indicate the type of relationship expected between them The comparison group should be stated with reference to the population
Background and rationale	<ul style="list-style-type: none"> The current state of knowledge on the specific study question Not a general review, but tightly focused on the study question Cite key literature Specify the gap in current knowledge Describe the relevance of the study question. Why should readers/funders care? What gap or unanswered question in existing research does your study address?
Methods	<p>A brief description of the methodology describing following points:</p> <ul style="list-style-type: none"> Study site and study population Study design Key definitions (e.g., case definitions) Sampling and sampling methods Sample size assumptions and calculation Data collection tools and processes Data analysis plan, including the statement of the primary outcome Ethical considerations
Innovation and novelty	<ul style="list-style-type: none"> Should describe the quality of being new, unusual, or original– for example, untested population, or untried method Should describe the process or action of innovating
Anticipated outcomes including significance and impact	<ul style="list-style-type: none"> Provide a summary of the output to be achieved (i.e., final product, goods, services that will be directly derived from completing the results. The principal investigator should be realistic about outputs. Describe how the outcome will be measured (i.e., indicators) At what level will the outcomes make an impact? - Farmer/community/institutional/regional/ national level etc.
Biographical sketch of the principal investigator and co-principal investigator	<ul style="list-style-type: none"> Should describe the relevant qualifications and experience of the PI and co-PI substantiated with recent publications that link with the proposed research. This section will reflect the likelihood of the success of the research project lead by the proposed team.
Budget and budget justification	<ul style="list-style-type: none"> Major line items (Honorariums, lab reagent, per diem, etc.) need a short description to make the reviewer understand the cost implications of methods and resources required The description should be based on the sample size
Planned activities	<ul style="list-style-type: none"> Planned activities should be pragmatic to the time allotted to complete the project and in line with methods.

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