

**Research & Development Department**

**Project Title ….**

**Applied Project (Thrust :??)**

**Research Area (…)**

**NTRA Research Grant**

**CFP8**

**November 2021**

* **Project Information**

|  |  |
| --- | --- |
| Project title |  |
| Proposal Type | Large/Small |
| Research Area | Area ?? (.........) |
| Project Duration |  |
| Estimated Budget |  |

# Executive Summary

This section should include information for those readers who needs to be acquainted with the proposal without having to read it in depth. Although this section appears first in the document, it is usually written last.

The summary should remain on a separate page and should not exceed two pages. The summary should contain the following elements:

* Problem Description
* The Approach to Tackle the Problem
* Added Value/Impact
* Outcomes/Deliverables

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# Backgrounds

A comprehensive background that reflects the team digestion of the proposal topic is required. The background section should not exceed five pages. Copy and paste without referencing is considered a critical mistake, and the proposal may be rejected for this reason.

# Preliminary Results

Preliminary results could be the outcome of studying a sub or a toy problem. Presenting previous initial results of the submitted project tremendously increases the potential acceptance of the project. A typical mistake in submitted proposals is trying to study a topic without reference to any previous experience to a similar topic, or preliminary results/analysis conducted by the team. In the blind version, describe any preliminary results in principal without reference to the team members. You can add references of the team members in the (team competency document)

# Research Methodology

The applicants should clearly identify the problem formulation, problem solving approach, and tools to be used (Simulators, … etc).

# Project impact

The impact of the project should be clearly identified. Graphs, support letters, plots, charts can be used as support documents to highlight the impact. Proposals can fall into one of two classes:

the proposal should have an impact on one or more of the following: decision making at NTRA, fulfilling a governmental interest/request, offering new (or improving) services to the public, solving a real problem, offering an elegant solution to practical problems, saving cost, being a seed of a needed product...etc.

# Research outcomes/deliverables

The proposal should mention clearly the expected outcomes at the review times and the expected outcomes/deliverables at the end of the project.

Table: List of deliverables

|  |  |
| --- | --- |
| Milestone # | Deliverable |
| Milestone # 1 |  |
| Milestone # 2 |  |
| Milestone # 3 |  |
| Milestone # 4 |  |
| Milestone # 5 |  |

# work packages & Gantt chart

Illustration of the distribution of team members’ tasks as well as the reporting structure. In blind version, don’t mention team names, just their titles.

Table: Work packages

|  |  |  |
| --- | --- | --- |
| # | Title | Tasks |
| 1 | PI |  |
| 2 | Prof |  |
| 3 | Asso. Prof |  |
| 4 | Assis. Prof |  |
| 5 | TA |  |
| 6 | RA |  |
| 7 | Consultant |  |
| 8 | Tech. Eng |  |

Table: Gantt Chart

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Tasks/Activities | Month # 1 | Month # 2 | Month # 3 | Month # 4 | Month # 5 | Month # 6 | Month # 7 | Month # 8 | Month # 9 | Month # 10 | Month # 11 | Month # 12 | Month # 13 | Month # 14 | Month # 15 | Month # 16 | Month # 17 | Month # 18 | Month # 19 | Month # 20 | Month # 21 | Month # 22 | Month # 23 | Month # 24 |
| 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

# Facilities and Equipments

A breakdown of all required items with adequate description, justification of usage, and estimated budgets. Links to websites or copies from datasheets should be included.

Table: Facilities and Equipment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Item | Description | Justification | Estimated Budget |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |
| 8 |  |  |  |  |

# Management Structure & Supervision Plan

Management structure and supervision plan throughout the course of the project or study. Add Prof1, Prof2, RA1, RA2… etc. Do not include names in this blind version.

Table: Management Structure

|  |  |  |
| --- | --- | --- |
| Task Name | Advisors | Researchers |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Business plan and market analysis

Market research is preferable to be included, whether national or multinational, showing the level of competition, business opportunities, and the niche added value…

# SWOT Analysis

Listing your internal and external factors:

Table: SWOT analysis

|  |  |
| --- | --- |
| Strengths  (S) |  |
|  |
|  |
|  |
| Weakness  (W) |  |
|  |
|  |
|  |
| Opportunities  (O) |  |
|  |
|  |
|  |
| Threats  (T) |  |
|  |
|  |

- SO Strategies:

Exploiting strengths and opportunities.

- WT Strategies:

Mitigating weaknesses and Threats.

# References

Provide supporting material for your proposal here. If the applicants have previous publications that are related to the project’s topic, then it SHOULD NOT be added to the references section of the blind proposal. Add them to the competency document.

# Appendix

Provide supporting material for your proposal here.