



EAST WEST UNIVERSITY CENTER FOR RESEARCH AND TRAINING

A/2 Jahurul Islam Avenue, Jahurul Islam City, Aftabnagar, Dhaka-1212, Bangladesh

Tel: 09666775577, Ext: 387, E-mail: ewucrt@ewubd.edu

URL: <http://crt.ewubd.edu>

The Policy for Research Funding

1. Faculty members of the University are encouraged to submit proposal(s) for funding. Preference will be given to a proposal which is developed jointly by both junior and senior faculty members.
2. Each proposal will be reviewed anonymously by academic scholars in the relevant field/discipline and final decision for funding will be made based on reviewers' comments.
3. The proposal should include detailed expenses (wherever applicable) in the proposed budget as outlined below:

a) Appointment of Research Assistant/ Associate's

- i) **Qualification:** A Research Assistant must have a Bachelor's degree, and a Research Associate must have a Master's degree (some research experiences will be advantageous).
- ii) **Salary:** Research Assistants will be paid a consolidated salary of 20,000 Taka per month. Research Associates will receive a consolidated salary of 25,000 Taka per month, while a Research Associate holding a Ph.D degree will be offered a consolidated monthly salary of 30,000 Taka.

b) Policy for the procurement of research equipment

The University has established a procurement committee, which is responsible for purchasing research equipment under the supervision of the EWUCRT. The research equipment may be purchased following the conditions given below:

- i) **Direct purchase:** If the unit price of any equipment or similar item does not exceed 25,000 BDT(including applicable VAT and taxes), then the researcher may make the purchase directly with the designated officer from the Accounts and HR department.
- ii) **Request for Quotation (RFQ):** If the price is between 25,000 and 150,000 BDT (including applicable VAT and taxes), then the purchase or procurement committee must follow the RFQ method.
- iii) **Spot Quotation Method (SQM):** If the price is below 50,000 BDT(including applicable VAT and taxes), then the purchase or procurement committee must follow the SQM method.
- iv) **Limited tender method (LTM):** If the unit price is between 1,50,000 BDT and 5,00,000 BDT(including applicable VAT and taxes), then the purchase/ procurement committee must follow the LTM or Limited tender method.
- v) **Open Tender Method (OTM):** If the unit price including applicable VAT and taxes is more than 5,00,000 BDT (including applicable VAT and taxes), then the purchase/ procurement committee must follow the OTM or Open Tender Method.

Note: Researchers must include VAT and applicable taxes in project budgets.


17/10/26



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c) Fee for using other organizations' lab and research facilities: EWU will pay a fee from the approved budget (if applicable) for using other academic and research institutions' lab and research facilities directly to the corresponding organization.

d) Compensation for data entry: No compensation for data entry will be provided, as research assistants and research associates typically perform data entry.

e) Data collection cost and conveyance cost: Research Assistants/Associates will primarily be responsible for data collection. Lecturers, Senior Lecturers, and Assistant Professors, may also participate in data collection when necessary. However, Professors and Associate Professors must obtain prior permission from the EWUCRT Chairperson before conducting field data collection.

i) **Conveyance and communication:** Only bus and train fares may be given, and no airfare will be provided.

ii) **Accommodation and food:** Accommodation and refreshment (TA-DA) allowances will be provided based on designation during data collection for the approved project as outlined below:

a. Professor/ Associate Professor- 6000 Taka (per day per person)

b. Assistant Professor/ Senior Lecturer/ Lecturer- 4000 Taka (per day per person)

c. Research Associate/ Research Assistant-2500 Taka (per day per person)

f) Conference fees: No conference fee will be provided.

g) Publication fee: A publication fee of 150,000 BDT will be provided to researchers for articles published exclusively in Q1. A researcher or research team is eligible for only one publication fee per research project, regardless of whether the EWUCRT provides the funding. Dual/ multiple funding from both inter-university and/or intra-university for the same publication will not be permitted.

4. A faculty member may serve as PI in a maximum of two EWU-funded projects simultaneously, subject to satisfactory progress on ongoing projects. This limit shall apply equally to PIs and CIs (Co-Investigator/s). Exceptions may be considered on a case-by-case basis for projects that have been substantially completed.

5. The progress of the research will be reviewed every three months and the status report must be submitted by the researcher(s) on a regular basis;

6. Maximum duration of the research project should not exceed 18 months; however, exceptions can be made on a case-by-case basis, with prior permission from EWUCRT.

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