

MADHYA PRADESH STATE BIODIVERSITY BOARD

Format for Project Proposal

A. Project Summary

- 1. Title of the Project**
- 2. Project Duration**
- 3. Project cost**
- 4. Executing Agency**
- 5. Name and Address of contact person**

B. Detailed Proposal

- 1. Background**
- 2. Rationale of the Study**
(Please also specify how the project is different from and/or builds on projects of similar nature)
- 3. Study Objectives**
- 4. Project Area/Target Groups**
- 5. Methodology**
 - 5.1. Research Design**
 - 5.2. Sampling**
 - 5.3. Research tools/instruments (Questionnaire, Schedule, research plots etc.)**
- 6. Research Plan**
 - 6.1. Research Activities (Corresponding to each of the research objectives)**
 - 6.2. Time plan (for executing the activities)**
- 7. Project Output/outcomes**
(What the study will result into)
- 8. Deliverables**
(What all will be submitted to the Board e.g. Mid-term reports, Completion report etc.)

9. Study Team
(Annex CVs of Key persons)

10. Project Costs

Professional costs (Personnel/manpower costs e.g Research Assistants etc)
Field costs (Costs incurred for undertaking field work)
Capital Costs (for equipments etc.)
Administrative and support
(Please give details along with basis of costing)

11. Monitoring Mechanism

12. Organizational Capability Details
(Details of similar projects executed earlier and infrastructure facilities available)

Notes:

- 1. Projects can be submitted both by organizations and individuals.*
- 2. Eco-regional Support Groups (ESG) have been constituted in each of the eco-regions for providing strategic direction to the conservation initiatives. All the proposals should have endorsement of the ESG before submission to the Board. However, an advance copy of the proposal can always be sent to the Board.*
- 3. Project submitted by Institutions/Organizations should come from the Head of the institution/Organization.*