

Details for Internally Funded Mini Research Projects

**Research Management Cell
Orchid College**



Date: 5th Bhadra, 2083

Subject: Call for Proposals – The Mini Research Grants Program

The Research Management Cell (RMC) of Orchid College (OIC) is pleased to announce the call for proposals under the Mini Research Grants Program (MRGP) for the Fiscal Year 2083/84. This initiative is established with the objective of enhancing the research culture within the institution by encouraging both faculty members and students to engage in meaningful research activities.

The grants aim to support innovative, relevant, and impactful research that contributes to the advancement of academic knowledge, enhances institutional development, and addresses pressing social, economic, and community issues.

1.1 About MRGP

The Mini Research Grants Program supports short-term research in IT, Management, and Social Sciences, offering up to Rs. 20,000/- for projects lasting 6 months. Applications are accepted twice a year. This field-initiated program welcomes proposals from any topic, method, or location, aiming to promote high-quality, relevant, and evidence-based research across sectors.

1.2 Funding Details

1.2.1 Category I

- i. Grant Amount: Rs. 20,000/-
- ii. Eligibility: Faculty Members who have not received external funding for research in their departments.
- iii. Number of Projects: 5

1.2.2 Category II

- i. Grant Amount: Rs. 20,000/-
- ii. Eligibility: Faculty members in collaboration with students from their departments conducting research.
- iii. Number of Projects: 5

1.3 Research Areas

Being a leading educational institution, OIC needs to focus on applied research activities that expand knowledge base required to support policy making, decision making and support in

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academic sectors. The following broader research areas are outlined for conducting research activities among others.

- i. Management: Organization development, administration, economic, marketing, HR, organization behavior and so on.
- ii. IT: Information, communication, technology and so on.
- iii. Social Sciences: Social work, education, psychology and so on.

These areas shall also cover underlying systems, processes, practices, contemporary issues and relevant sub themes that are in priority of the Government and other public sector institution.

1.4 Research Category

- i. **Type I:** Case studies with limited objectives and that can provide basis for further research.
- ii. **Type II:** Small research projects backed by general conceptual framework and appropriate methodology and analysis plan.
- iii. **Type III:** Full research having research question/hypothesis and followed by strong theoretical framework with appropriate methodology and analysis plan. Forty working days will be allocated for this type of research.

1.5 Eligibility and Restriction

A. For Faculty Members:

- i. Faculty members must be currently employed as part-time or full-time faculty at Orchid College (OC).
- ii. Faculty members must have completed at least a Master's Degree in their respective field of expertise.
- iii. Faculty members must not have received external funding for research in their departments during the current fiscal year.
- iv. Faculty members can only apply for one research project at a time.

B. For Faculty-Student Collaborations:

- i. Faculty members must collaborate with students currently enrolled in any department at OIC.
- ii. Students must be actively pursuing their studies in any department at OIC, and their involvement in the research project must be directly related to their academic program.

C. Research projects must adhere to the institution's policies and academic guidelines.

D. Students can only participate in one research project under this program at any given time.

E. Final reports must be submitted by the end of the project term, summarizing the research findings and outcomes.

1.6 Deadlines

16th September, 2027 (31st Bhadra, 2083)

1.7 Research Process

A. Submission of Application and Requirements

Faculty members and students must submit their research proposals through the prescribed application format. Proposals should include project details, objectives, methodology, timeline, and budget estimate. The project duration should not exceed 6 months.

B. Internal Competition

- i. The RMC will issue a call for research proposals from faculty members and students on the identified research categories. These categories will be in line with OIC's academic and societal priorities.
- ii. Interested faculty members and students can submit their research proposals (either individually or jointly) in response to the call. Proposals should be submitted in the prescribed format as outlined by the RMC.
- iii. The RMC will collect all submitted proposals and forward them to the Research Committee for evaluation. The proposals will be assessed based on the established evaluation criteria. The Research Committee may modify the evaluation criteria if necessary to maintain high research standards.
- iv. The Research Committee will review and recommend selected proposals to the RMC for further processing based on their evaluation results.
- v. Research grants will be awarded on a merit basis within the available quota. In the case of a tie score between multiple proposals, preference will be given to new applicants.
- vi. Once awarded, the RMC will enter into a contract with the awardee(s) to formalize the research project, including funding details, timelines, and expectations.
- vii. Individuals can apply for more than one research category. However, if selected for multiple categories, only one grant will be awarded, based on the applicant's preference.

C. Proposal Selection Criteria

Type I

Components	Marks	Specification
Title, objectives, relevancy, case selection, methods	80	The title should be concise, precise, and address a relevant issue for OIC. Objectives must be clearly defined, following the SMART (Specific, Measurable, Achievable, Relevant, Time-bound) principle. Methods should be appropriately chosen for efficient data collection and analysis.
Work plan and composition of research team	20	Work plan with activity detail, composition of research team.

Type II and III

Components	Marks	Specification
Statement of problem, rationale/significance, objectives/purpose	25	Title, research problem, relevancy in OIC, functional area, academic and theoretical relevancy, clarity in objectives
Literature Review	25	—
Methodology	40	Research design, data collection methods, tools and techniques, data management and analysis plan
Work plan and composition of research team	10	Work plan with activity detail, composition of research team

How to Apply

Please email your proposal soft copy (PDF) to RMC: orchidrmc@oic.edu.np

The application form and template for preparing can be downloaded from website or can collect from RMC.

We encourage all the eligible and faculty members to participate and contribute to strengthening Orchid college research ecosystem.

Research Management Cell
Orchid International College

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