

Steps in the development of a research proposal

Questions you must ask	Steps you will take	Important elements of each step
What is the problem and Why should it be studied?	Selection, analysis and statement of the problem	- Problem identification - Prioritizing problem - Analysis -Justification
What information is already available	Literature review	Literature and other information
Why do we want to carry out the research? What do we hope to achieve?	Formulation of objectives	- General and specific objectives - Hypothesis
What additional data do we need to meet our research objectives? How are we going to collect this information?	Research methodology	- Variables - Types of study - Data collection techniques - Sampling - Plan for data collection - Plan for data processing and analysis -Ethical considerations - Pretest or pilot study
Who will do what, and when?	Work plan	- Personnel Timetable
How will the project be administrated? How will utilization of results be ensured?	Plan for project administration and utilization of results	- Administration - Monitoring - Identification of potential users
What resources do we need to carry out the study? What resources do we have?	Budget	Material support and equipment Money
How will we present our proposal to the relevant authorities and potential funding agencies?	Proposal summary	N.B. Development of a research proposal is often a cyclical process. The arrows indicate that the process is not always linear.