



GUIDELINE FOR THESIS SUPPORT-2082

Master's level Thesis Support for Agriculture, Environment
Science and ICT Students



DECEMBER 29, 2025

CHAY-YA NEPAL

Tokha-9, Gangabu Kathmandu Nepal

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1. Introduction

Chay-Ya Nepal, established on 17 Jestha 2072 B.S., is a non-profit organization committed to promoting climate-resilient livelihoods, women's empowerment, sustainable agriculture, digital innovation, and inclusive development across Nepal's Himalayan, Hill, and Terai regions.

To strengthen evidence-based programming, applied academic research, and youth engagement, Chay-Ya Nepal introduces the Master's Level Thesis Research support. This support eligible Master's students to conduct field-based thesis research that contributes directly to Chay-Ya Nepal's programmatic areas and community priorities.

2. Objectives of the Research Support

The objectives of the Chay-Ya Nepal Master's Thesis Research Support are to:

1. Encourage quality academic research aligned with development practice.
2. Generate locally grounded evidence for climate-friendly agriculture and livelihoods.
3. Promote women's empowerment and GESI-responsive research.
4. Support digital and technological innovation in agriculture, health, and education.
5. Build a knowledge base to inform policy advocacy and program improvement.

3. Scope and Thematic Priority Areas

Research proposals must fall under **one or more** of the following priority areas:

3.1 Climate, Environment, and Disaster

- Disaster Risk Reduction and Management (DRRM)
- Climate Change and Its Impacts
- Heat Waves and Climate Extremes
- Nature-Based Solutions (NbS)
- Ecosystem based adaptation

3.2 Agriculture and Livelihoods

- Agroecology
- Climate-Smart Agriculture
- Traditional Knowledge and Climate-Adaptive Farming
- Agriculture Value Chain Development
- Agriculture Marketing and Market Systems

3.3 Gender, Inclusion, and Enterprise

- Gender Equality and Social Inclusion (GESI)
- Women's Economic Empowerment
- Green Enterprises and Cooperatives

3.4 Digital Innovation (IT)

- Digital Agriculture
- ICT-based Extension, Education, or Health Solutions
- Technology-enabled Climate and Livelihood Systems

4. Eligibility Criteria

Applicants must fulfill all of the following conditions:

1. Must possess Nepali citizenship.
2. Must be enrolled in a recognized Nepali university and have completed the final semester / second year of a Master's program.
3. Eligible academic disciplines:
 - **Agriculture** – 2 students
 - **Environmental Science** – 2 students
 - **Information Technology (IT)** – 1 student
4. The research must be conducted as part of the official Master's thesis requirement.
5. The proposed research site must be located within the working areas of Chay-Ya Nepal.
6. Applicants must be enrolled in a recognized Nepali university. The students under agriculture, environment science and information technology will be accepted for thesis research.

Total Number of Grants: Five (5)

5. Research Grant Amount and Funding Policy

5.1 Grant Ceiling

- Maximum grant amount: **NPR 60,000** (inclusive of taxes)

5.2 Eligible Costs

- Field travel and accommodation
- Data collection and research materials
- Communication and documentation
- Limited research assistance (if justified)

Overhead costs and salaries are not allowed.

6. Disbursement Modality

6.1. Research Duration and Reporting Timeline

The total duration of the research shall be ten (10) months. The researcher must submit a draft report within four (4) months of grant approval and the final thesis/report within six (6) months.

Submission of bills and vouchers shall not be mandatory. Applicable government taxes shall be deducted at source. The grant shall be disbursed in two installments: 60% and 40%.

The approved grant shall be disbursed as follows:

- **60%** upon:
 - Approval of proposal
 - Signing of Grant Agreement
- **40%** upon:
 - Completion of fieldwork
 - Submission of thesis and final presentation/report

Failure to comply with timelines or quality standards may result in withholding or cancellation of the grant.

7. Proposal Submission Requirements

7.1 Proposal Format

- Length: **5–7 pages** (excluding annexes and references)
- Font: Times New Roman, size 12
- Spacing: Single
- Language: English

7.2 Proposal Structure

1. Introduction and Background
2. Statement of the Problem
3. Research Questions
4. Objectives of the Study
5. Literature Review
6. Research Methodology
 - Study Area
 - Research Design
 - Data Collection and Analysis
7. Expected Outcomes
8. Time Plan
9. Budget with Justification
10. References

8. Selection and Evaluation Process

1. Chay-Ya Nepal shall form a ‘Research Support Review Committee’.
2. Proposals will be evaluated based on:
 - Relevance to thematic priorities
 - Academic rigor and clarity
 - Methodological soundness
 - Feasibility and budget justification
 - Potential contribution to community and policy learning
3. Shortlisted applicants may be invited for presentation or clarification.
4. The committee’s decision shall be final and binding.

9. Ethical Standards and Compliance

- Researchers must strictly adhere to research ethics, including:
 - Informed consent
 - Confidentiality
 - Academic integrity
- Any form of plagiarism or AI-generated content in the thesis or report is strictly prohibited. This action will result in:
 - Immediate cancellation of the grant
 - Recovery of disbursed funds

10. Reporting and Dissemination

1. Support recipients must submit:
 - Final thesis (digital copy)
 - Presentation/report to Chay-Ya Nepal
2. Chay-Ya Nepal reserves the right to:
 - Use research findings for reports, learning documents, and advocacy
 - Acknowledge the researcher appropriately in all uses

11. Application Submission Procedure

11.1. Application Submission Method

All documents must be submitted via email to the following address:

✉ Email: nepal@chay-ya.org

📅 Final submission deadline: 4th Falgun 2082 (Monday) by 5:00 PM.

Incomplete or late applications will not be accepted. Only shortlisted applicants will be contacted for further procedures. For detailed information and the Terms of Reference (ToR), please visit Chay–Ya Nepal’s website at www.chay-ya.org.np or contact at the address below.

For further information:

Chay–Ya Nepal

Central Office: Tokha-9, Kathmandu

Contact Numbers: 01-4954948; 9848381478

Email: nepal@chay-ya.org

Website: www.chay-ya.org.np

Note: Students who have already collected data and created Research Tools for writing research papers are not eligible to apply. Additionally, applicants should not have received financial support from any other organization.

12. APPENDICES

APPENDIX A: Application Letter Format

Date:

To
The Executive Director
Chay-Ya Nepal

Subject: Application for Master's Thesis Research Support

Dear Sir/Madam,
I hereby apply for the Master's Level Thesis Research Support announced by Chay-Ya Nepal. I commit to conducting quality research titled "....." in compliance with the approved proposal, ethical standards, and stipulated timeline.

Sincerely,
Name:
Signature:
University & Department:
Contact Details:

APPENDIX B: Cover Letter Format

- Research Title
- Academic Program and University
- Proposed Supervisor
- Research Site
- Amount Requested
- Statement of Relevance to Chay-Ya Nepal

APPENDIX C: Budget Template

SN	Budget Head	Justification	Amount (NPR)
1	Travel & Field Visit	Data collection	
2	Research Materials	Tools, printing	
3	Communication	Internet, phone	
4	Research Assistance (if any)	Data support	

5	Miscellaneous	Contingency	
Total			

APPENDIX D: Time Plan

SN	Activity	Duration
1	Proposal approval	
2	Literature review	
3	Field data collection	
4	Data analysis	
5	Draft writing	
6	Final submission	

APPENDIX E: Support Agreement & Copyright Clause

The researcher agrees that:

- Chay-Ya Nepal shall have **shared rights** to use the research for non-commercial learning and advocacy.
- The author retains academic authorship with due acknowledgment to Chay-Ya Nepal.

Time-line for Thesis Support procedure

Master's Level Thesis Support Call Process	
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Seeds of Change: Women Empowerment Project(WEP)

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