

# **Tax Policy and Enterprise Development in South Asia**

## ***Format for Research Design Document***

### **1. Institutional Information**

- 1.1. Name of institution
- 1.2. Country of origin
- 1.3. Research theme
- 1.4. Institution Focal Person / Member, Steering Committee (Name, Designation, Contact Information)
- 1.5. Team Leader (Name, Designation, Contact Information)

### **2. Literature Review**

- 2.1. Data sources
- 2.2. Key knowledge gaps

### **3. Conceptual and Theoretical Framework**

- 3.1. Research Questions
- 3.2. Definitions of key concepts and their translation into measurable parameters of enquiry
- 3.3. Hypothesized relationships between parameters

### **4. Analytical Framework**

- 4.1. Policy analysis framework (problem definition, policy alternatives, evaluation criteria for policy alternatives, and recommendation of alternative)
- 4.2. Level of analysis (national, sub-national, etc.)
- 4.3. Analytical approach and assumptions
- 4.4. Analytical tools and techniques to be applied

### **5. Data Collection Methodology**

- 5.1. Research Methods
  - 5.1.1. Key Informant Interviews
    - 5.1.1.1. List of intended respondent types with examples
    - 5.1.1.2. Instrument (semi-structured interview outline)
  - 5.1.2. Survey Research
    - 5.1.2.1. Sample frame (including secondary sources tapped for developing it)
    - 5.1.2.2. Sampling design and rationale
    - 5.1.2.3. Survey instrument (including field pre-testing procedure)
    - 5.1.2.4. Action Plan (primary sampling units and dates they are sampled)
    - 5.1.2.5. Data collection protocols (including field team training, organization, monitoring and reliability checks)
    - 5.1.2.6. Data entry and verification protocols

### **6. Reporting Formats for Year 1, 2 and 3 deliverables.**

### **7. Team Composition**

- 7.1. Names, designations, qualifications, experience, and responsibilities of Team Leader and other Team Members

*Note:* This format draws on the attached Research Design Guidelines. These may be referred to for guidance and detail.