

Rajiv Gandhi Science and Technology Commission, KBCNMU Centre

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
P.O. Box # 80, Umavinagar, Jalgaon – 425001 (M.S.), India

Assistance for S & T Applications through University System

Ref.: KBCNMU/RGSTC/Proposal/by hand/40

Date: 16/12/2020

To,

1. The Directors/Heads,
All Schools of the Campus, KBCNMU, Jalgaon.
2. The Principals,
All Science, Engineering, Pharmacy and Management Colleges,
Affiliated to KBCNMU, Jalgaon.
3. The Principals,
All Polytechnic Colleges of Jalgaon, Dhule and Nandurbar Districts.
4. The Principals,
All Industrial Training Institutes (ITIs),
Jalgaon, Dhule and Nandurbar Districts.

Subject: Submission of Pre-proposals under the scheme "Assistance for S&T Applications Through University System" of RGS&TC, Govt. of Maharashtra.

Dear Sir/Madam,


With reference to the above subject, the Rajiv Gandhi Science and Technology Commission, Mumbai, Govt. of Maharashtra has signed a Memorandum of Understanding (MoU) with Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon for the implementation of the scheme "Assistance for S&T Applications through University System" with specific aims and objectives.

Therefore, you are requested to motivate the teachers/researchers of your School/Institute/ College/Polytechnic/ITI to submit the Pre-proposals for funding under this scheme for Science & Technology applications. The detailed guidelines and format are available on the University website (www.nmu.ac.in) for your information and needful action.

The last date for submission of pre-proposal is **31st January 2021**. The maximum budget for the project is restricted upto **Rs. 5.00 lakhs**. You are requested to kindly bring this letter to the notice of your staff and give wide publicity.

Thanking you,

Sincerely yours,


(Prof. D. S. Patil)
Member Secretary
Peer and PAC

Contact:

Prof. D. S. Patil (Member Secretary) – 09423515937 (O) – 0257 2257475 e-mail: ds.patil@nmu.ac.in

Dr. H. L. Tidke (Scheme Coordinator) – 09168595997 e-mail: thanibhau@gmail.com

Member Secretary
Peer & PAC Committee, RGS&TC
Kavayitri Bahinabai Chaudhari
North Maharashtra University,
Jalgaon - 425001 (M.S.)

GUIDELINES AND FORMAT FOR PRE-PROPOSALS

Funding Scheme:

“Assistance for S &T Applications through University System”

Rajiv Gandhi Science and Technology Commission

Government of Maharashtra

Apeejay House, 3rd floor, Dinshaw Vacha Road,

Near K. C. College, Church Gate Mumbai – 400 020

Pre-Proposal to be submitted to:

Dr. H. L. Tidke

Scheme Coordinator, Peer & PAC

School of Mathematical Sciences

Kavayitri Bahinabai Chaudhari North Maharashtra University,

PB 80, Jalgaon 425001

Email: rgstckbcnm@gmail.com

Funding procedure:

The pre-proposals can be submitted throughout the year, however, on receipt it will be processed in batches.

Before submitting the detailed project proposal to the University, the investigator/institution is advised to submit a pre-proposal (the Project Idea) for consideration (Annexure-I). After receiving comments from the University on the pre-proposal, the detailed proposal may be submitted (Annexure III). However, approval to the pre-proposal (the project idea) does not guarantee approval to the final proposal. The pre-proposal should cover the following points and should not exceed 500 words.

The pre-proposals (the project ideas/concepts) approved by the Committee of Peers would be pursued further by inviting Detailed Project Proposals from the concerned institutions, in the prescribed format.

The Coordinator would take following steps on these proposals.

1. Preliminary scrutiny of the proposals received.
2. Obtain comments of at least two domain experts on proposals.

Detailed Project Proposals processed by the Co-ordinator would be placed before the Project Appraisal Committee (PAC). The Coordinator would ensure release of funds to the institutions, in annual installments on the basis of monitoring report and budget utilization certificate, for implementation of the approved projects. PAC would also monitor progress of the project work. All correspondence, including pre-proposals may be sent to the Co-ordinator of the Scheme in each University.

Policy of decentralization:

Besides major projects at prominent research institutions, which are being handled at the Commission level, short term projects of localized nature need to be encouraged at the large number of institutions with a potential to participate in activities of S&T Applications. These institutions may include University Departments, Science Colleges, Engineering Colleges, Polytechnics, etc. Such projects may be related to innovative technology applications linked to local resources/problems/skills/potential, specific studies/surveys, field trials of local innovations etc.

Broad area of research:

- (i) S&T Studies/Surveys (ST)
- (ii) Location Specific Research & Technology Development (LSR)
- (iii) S&T Demonstration Projects (DP)
- (iv) Replication of Successful Models (RP)
- (v) Joint S&T Programmes on specific theme (please specify) (JP)
- (vi) Awareness & Training on specific topic (Please specify) (TRG)

Nature of projects for support under S&T applications programme:

(i) S&T Studies & Surveys :

This includes support for carrying out S&T studies/surveys including techno-economic analysis, simulation modeling etc; development of State databases on S&T resources; S&T policy issues; specific status reports on technology gaps etc. The activities under this head should lead to specific action plan for generation of field projects.

(ii) Location specific research & technology development :

Identifying/projecting S&T programmes or development oriented, location specific research and technology development.

(iii) Pilot scale demonstration projects :

Pilot scale demonstration projects, including field trials, based on technologies developed by Central S&T Agencies/Labs/Institutions etc. relevant to the needs of the State.

(iv) Replication of successful models :

Replication of projects/programmes based on successful experiences elsewhere.

(v) Joint Programmes :

To evolve and support certain joint programmes focusing on multi-sectoral area based approach to rural/regional development in cooperation with multiple State & Central Institutions, NGOs and State S&T Councils. These areas should be so identified that S&T intervention could significantly improve the existing socio-economic conditions.

(vi) Awareness and Training:

Awareness and Training on specific innovative technologies/packages requiring special S&T inputs and also on specific S&T topics/themes.

Preparing proposals:

1. The proposal should clearly establish linkage of S&T application to overall development of the State.
2. The proposal may be formulated through consultative process among collaborations and potential users to improve viability. Actual participation of users with substantive contribution would be a welcome feature.
3. The proposal should have specific quantifiable objectives.
4. Scientific and technical details are clearly spelt out.
5. The proposal should specify time targets for specific outputs/deliverables.
6. The proposal should be based on innovative technologies/ideas. Routine programmes of extension based on proven technologies are not considered.
7. The training programmes should be on specific technologies/themes. Routine training programmes are not entertained.
8. Two hardcopies of Preproposal (as per Annexure I) duly signed by Investigator(s) and forwarded by the authority of institute/organization (Principal/Director) along with brief (2 pages) biodata of PI & Co-PI (as per Annexure II) shall be sent at the above mentioned address. Also, investigator has to email the softcopy of pre-proposal to **Prof. D. S. Patil** (rgstckbcnm@gmail.com).
9. On screening and shortlisting of Preproposals, the Principal Investigator will be communicated for submission of detailed Proposal (as per Annexure III).

General Terms and Conditions:

1. The Principal Investigator assumes financial and other administrative responsibilities of the project. Funds would be released to the Head of the Institution undertaking the project.
2. In case of multi-institutional project, formal agreement between the collaborating institutions/scientists should be submitted with the proposal.
3. International travel is not permissible under the project.
4. Financial support (**Maximum Fund of Rs. 5 Lakhs**) shall be given for (i) Hiring Services, (iii) Consumables (Chemicals and glassware) (iv) Travel and Field Work (v) Contingency (vi) Equipment (justification is needed)
5. The manpower recruited for the project should be paid as per the rules of the Institute and guidelines of the Government, if any.
6. The proposals are considered for approval/rejection by the Project Appraisal Committee. The Committee may seek expert opinion, wherever required.
7. The institute is expected to have core facilities for the project.

Instructions for filling up the Proforma for Pre-proposals:

1. Preproposals should be prepared in brief (maximum 3 pages) on A-4 size paper (as per Annexure I).
2. Please do not skip reproduction of any section even if the answer is “nil” or given elsewhere.
3. Project title should be precise and should not exceed normally 20 words within two lines.
4. Expected total duration of the project should normally be less than 24 months. Short-term projects with clear applications would be preferred.

Projects with Students participation:

Science and Engineering students could form teams and take up specific field projects of local relevance. Such projects may include monitoring of water quality, energy conservation, data collection on biodiversity, campaigns on health/hygiene, data collection on local innovations, formation of science clubs, data on local skills/trades etc.

Monitoring the Progress of Approved Projects :

University would follow the following review mechanism for the projects supported under the scheme.

1. Institution implementing the project should set up a small internal monitoring group (IMC) chaired by the head of the institution or a senior member with principal investigator and a representative from the potential user group as members and would submit half-yearly and annual progress reports duly vetted by the IMC to the University along with Utilization Certificate and Statement of Expenditure at the end of the Financial Year.
2. On completion, the institution should submit detailed Project Completion Report giving impact of the project.
3. The Project Appraisal Committee would also work as Review and Monitoring Committee on the projects supported under the Scheme. It would take periodic review of progress of the projects.

List of Proforma for preparation of Pre-Proposal and Detailed Proposal:

Sr. No.	Title	Proforma	Remarks
1	Preproposal (< 3 pages)	Annexure-I	Initial submission
2	Biodata of Investigators	Annexure-II	Along with Annexure II and III
3	Detailed Proposal for financial support	Annexure-III	Only for shortlisted proposals conveyed by the University
4	Endorsement of head of the institute	Annexure-IV	Along with Annexure-III
5	Certificate from the investigators	Annexure-V	Along with Annexure-III

Illustrative list of project/project areas for new proposals:

Broad Areas:

- Projects of innovative applications of Science and Technology
- Projects linked to common problems related to health, hygiene, nutrition, water, agriculture, agroprocessing, shelter, energy, etc.
- Projects linked to specific local problems
- Projects linked to local industries and services needing technology upgradation and/or specific inputs.
- Projects linked to generation of useful scientific data of wider application
- Projects of identification and packaging of grass-roots innovations.

Illustrative projects:

Water:

- Testing of water from local sources leading to remedial measures
- Adaptation of simple and cost-effective technologies for drinking water.
- Waste water recycling
- Water conservation, storage, recharging and optimum utilization
- Restoration of natural water bodies

Nutrition:

- Propagation of nutritional products of local relevance developed by research institutions
- Adaptation of solar dryers for preservation of fruits, vegetables, seeds and fish
- Adaptation of various technologies for fish processing, backyard poultry, forest product processing, fish cultivation, etc.
- Introduction of new nutritional supplements and their impact assessment on a well identified target group.

Energy:

- Adaptation of innovative solar devices for cooking, agro-processing, food preservation, lighting, communication and education
- Adaptation of improved bio-gas plants
- Adaptation of heat-based refrigeration systems for storage of perishables
- Use of bio-mass gasifiers for different applications
- Studies for energy conservation in different sectors such as industries, agriculture, community and domestic usage and transport.

Agro-processing

- Adaptation of new technologies for grain drying, grain storage, fruit processing, by-products from agro wastes, etc.
- Processing of edible oils, non-edible oils, pulses, edible wastes, forest produce, etc.
- Agro-based industries like jiggery, dairy products, animal feed, tissue culture, handmade paper, agricultural tools, etc.

Local Problems:

- Specific water contamination
- Water harvesting and recycling
- Soil quality and micronutrients deficiencies
- Malnourishment of children
- Upgradation of technologies in local industries like crafts, metal working, leather processing, textiles, etc.

Local potentials:

- Technology intervention for value addition to specific local material resources for wider marketing. This may include first stage processing of horticultural crops, forest produce, medicinal plants, minerals, fibre, fish, spices, agro wastes, etc.
- Use of special local skills and inputs of relevant technology inputs for economic activity. This may include fish cultivation, processing of forest produce, local cottage industries, sericulture, fibre products, building materials, etc.
- Technology inputs with a view to introduce new trades and create new employment if logistically advantageous. For example, outsourced IT services, cultivation of medicinal plants and tissue culture.
- Information and Communication Technology (ICT) based technology products and applications that can lead to empowerment of people at the grass roots.

Generating Databases:

- Generation of scientific databases on natural resources, technology status of traditional and small scale industries, status of local skills, area specific studies for technology planning, area specific water quality studies, identification and conservation of local endangered species, compilation of grass-roots innovations, case studies on successful applications of new technologies and scientific practices, etc.

Technology Packaging for Field Applications:

- Packaging of technologies locally developed at institutions, ideas generated under the grass-root innovations, innovations under student's projects, etc. for applying in field conditions.
- Training packages on successful innovative technologies, locally developed
- Innovations with potential for significant market impact.

PROFORMA FOR PREPROPOSAL

(to be submitted in two copies)

1. Title of the project proposal
2. Broad area of research: ST / LSR / DP / RP / JP / TRG
3. Keywords (3-4) covering the scope of project:
4. Name of the Institution where the work will be carried out.
5. Name(s) and address of the Principal Investigator and Co- investigators.
6. Need and Objective of the project. How is consistent with the mandate of RGS&TC?
7. Methodology in Brief (bulleted).
8. Duration of the project (preferably <24 months)
9. Approximate cost of the project
10. What is the scope of the project? What end results and specific deliverables are expected?
11. Why do you feel the necessity to undertake this work?
12. Who will be benefited by the proposed work and how? What is the scope for its replication/scale up?

(Duly signed by Investigators and forwarded through head of the Institute/Principal/Director)

PROFORMA FOR BIODATA OF INVESTIGATORS

(to be submitted in two copies)

A. Name :

B. Date of Birth:

C. Institution:

D. Academic career:
Professional career:

E. Award/prize/certificate etc. won by the investigator:

F. Publication (Numbers only):

Books	Research Paper, report
General articles	
Patents	Others (please specify)

G. List of completed and on going projects

Sr.No.	Title of project	Duration		Total cost	Funding Agency
		From	To		

H. Projects submitted

Sr.No.	Title of project	Name of Organisation	Status
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(Name & Signature)

Date :

Place.....

PROFORMA FOR PROPOSAL IN DETAIL**A. IDENTIFICATION**

1. Project title

.....
.....

Key Words

.....

2. Broad Area

- (j) S&T Studies/Surveys. (ST)
- (ii) Location Specific Research & Technology Development. (LSR)
- (iii) S&T Demonstration Projects. (DP)
- (iv) Replication of Successful Models. (RP)
- (v) Joint S&T Programmes on specific theme. (please specify) (JP)
- (vi) Awareness & Training on specific topic. (Please specify) (TRG)

4. Duration: (number of months)

5. Total Cost:

6. Principal Investigator:

6.1 Name:

6.2 Department:

6.3 Designation:

6.4 Organisation/Institution Name:

6.5 Address (Including Telephone (official & residence), E-mail, Fax) :

7. Co-Investigator:

7.1 Name:

7.2 Designation:

7.3 Department:

7.4 Organisation/Inst. Name:

7.5 Address : (Including Telephone (official & residence), E-mail, Fax):

8. Capability of the Organisation:

(a) Major Facilities

(b) Expertise available

(c) List of on-going and completed projects giving the following details.

Project Title	Start date	Completion date	Project cost	Sponsoring organization

B. TECHNICAL DETAILS

1. Background

- 1.1 Description of problem
- 1.2 Review of work already done
- 1.3 Rational for taking up the project
- 1.4 Relevance to State priorities

2. Challenge and Constraints

Please identify strengths and weaknesses of the implementers vis-à-vis current project in terms of technical expertise, team building, past record etc. Also list the perceived opportunities and threats and describe how PI/Organisation proposes to capitalise on them or avert them.

3. Description of Proposal

- 3.1 Objectives of the project. (Brief and to the point)
- 3.2 Preliminary Investigations done by organisation (if any)
- 3.3 S&T component in the project.
- 3.4 Linkage with S&T Institutions / NGOs / resource persons / R&D organization / Industry for technical backup.
- 3.5 Other organisations working in this area.
- 3.6 Methodology detailing stepwise activities and sub-activities.

4. Work Plan

Phase-wise plan of action upto post project activities detailing time schedule. Milestones may clearly be indicated. PERT/GANTT chart may be attached.

5. Output of the Project

Attempt may be made to quantify output in measurable parameters.

6. Likely Impact (Please attempt to quantify)

7. Parameters for monitoring effectiveness of project

8. Suggested Post Project Activities

C. BUDGET ESTIMATES : SUMMARY

(In Rupees)

Item	BUDGET		
	1 st Year	2 nd Year	Total
A. Recurring			
1. Consumables			
2. Travel			
3. Other Costs			
B. Non-Recurring			
Permanent Equipment			
Grand Total (A+B)			

BUDGET FOR PERMANENT EQUIPMENT

(In Rupees)

Sr.No.	Name of equipment *	Estimates cost
1.		
2.		
	Total	

* Please give justification for each equipment.

Annexure – IV

ENDORSEMENT FROM THE HEAD OF INSTITUTION (TO BE GIVEN ON LETTER HEAD)

PROJECT TITLE:

1. Certified that the Institute welcomes participation of Dr./Shri/Smt/Km
.....as the Principal Investigator and
Dr./Shri/Smt./Km..... as the Co-
Investigator for the project and that in the unforeseen discontinuance by the Principal
Investigator, the Co-Investigator will assume the responsibility of the fruitful completion of
the project (with due intimation to RGS&TC).
2. Certified that the equipment, other basic facilities and such other administrative facilities as
per terms and conditions of the grant, will be extended to investigator(s) throughout the
duration of the project.
3. Institute assumes to undertake the financial and other management responsibilities of the
project.

Name and Signature of Head of Institution

Date:.....

Place:.....

REMARKS

In regard to research proposals emanating from scientific institutions/laboratories under various scientific departments, the Head of the institution is required to provide a justification indicating clearly whether the research proposal falls in line with the normal research activities of the institution or not and if not, the scientific reasons which merit its consideration by Rajiv Gandhi Science & Technology Commission.

CERTIFICATE FROM THE INVESTIGATOR

PROJECT TITLE

1. I/We agree to abide by the terms and conditions of the RGS&TC grant.
2. I/We did not submit this or a similar project proposal elsewhere for financial support.
3. I/We have explored and ensured that equipment and basic facilities will actually be available as and when required for the purpose of the project. I/We shall not require financial support under this project, for procurement of these items.
4. I/We undertake that spare time on permanent equipment will be made available to other users.
5. I/We enclosed the following materials.

ITEMS

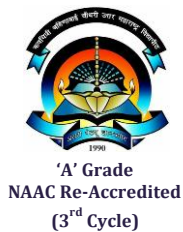
NUMBER OF COPIES

- | | |
|--|-----|
| (a) Endorsement from the Head of the Institution (on letter head) | One |
| (b) Details of the proposals | 03 |
| (c) Registration Certificate, Memorandum of Association, rules and regulations of the Institution, audited Balance sheet and Annual Report of previous two years. (applicable only for NGOs, field groups, registered societies) | |
| d) Any other (Please specify) | |

Name & Signature of Investigator

Date :.....

Place



Rajiv Gandhi Science and Technology Commission, KBCNMU Centre

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
P.O. Box # 80, Umavinagar, Jalgaon – 425001 (M.S.), India

Assistance for S & T Applications through University System

GUIDELINES AND FORMAT FOR DETAILED RESEARCH PROPOSAL

Funding Scheme:

“Assistance for S & T Applications through University System”

Rajiv Gandhi Science and Technology Commission

Government of Maharashtra

Apeejay House, 3rd floor, Dinshaw Vacha Road,

Near K. C. College, Church Gate Mumbai – 400 020

Detailed Research Proposal to be submitted to:

Dr. H. L. Tidke

Scheme Coordinator, Peer & PAC

School of Mathematical Sciences

Kavayitri Bahinabai Chaudhari North Maharashtra University,

PB 80, Jalgaon 425001

Email: rgstckbcnm@gmail.com

Funding procedure:

The detailed research proposals in the prescribed format are invited only from the Principal Investigators whose Pre-proposal (the project ideas/concepts) has been approved by the ‘Committee of Peers’ and in receipt of official communication from the University authorities.

The Coordinator would take following steps on these proposals.

1. Preliminary scrutiny of the proposals received.
2. Obtain comments of at least two domain experts on proposals.

Detailed Project Proposals processed by the Co-ordinator would be placed before the Project Appraisal Committee (PAC). The Coordinator would ensure release of funds to the institutions, in annual installments on the basis of monitoring report and budget utilization certificate, for implementation of the approved projects. PAC would also monitor progress of the project work. All correspondence, including pre-proposals may be sent to the Co-ordinator of the Scheme in each University.

Broad area of research:

- (i) S&T Studies/Surveys (ST)
- (ii) Location Specific Research & Technology Development (LSR)
- (iii) S&T Demonstration Projects (DP)
- (iv) Replication of Successful Models (RP)
- (v) Joint S&T Programmes on specific theme (please specify) (JP)
- (vi) Awareness & Training on specific topic (Please specify) (TRG)

Preparing proposals:

1. Read the suggestions given by peer committee carefully and prepare the detailed proposal accordingly.
2. The proposal should clearly establish linkage of S&T application to overall development of the State.
3. The proposal may be formulated through consultative process among collaborations and potential users to improve viability. Actual participation of users with substantive contribution would be a welcome feature.
4. The proposal should have specific quantifiable objectives.
5. Scientific and technical details are clearly spelt out.
6. The proposal should specify time targets for specific outputs/deliverables.
7. The proposal should be based on innovative technologies/ideas. Routine programmes of extension based on proven technologies are not considered.
8. The training programmes should be on specific technologies/themes. Routine training programmes are not entertained.
9. Three hardcopies of detailed proposal (as per Annexure III) duly signed by Investigator(s) and forwarded by the authority of institute/organization (Principal/Director) along with brief (2 pages) biodata of PI & Co-PI (as per Annexure II) shall be sent at the above mentioned address.

General Terms and Conditions:

1. Only the pre-proposals shortlisted by Peer Committee and accordingly communicated by University authorities to Principal Investigator are eligible for submission of 'Detailed Research Proposal'
2. Approval to the pre-proposal (the project idea) does not guarantee approval to the final proposal for funding.
3. For new submission investigator needs to submit 'Pre-proposal' as per the guidelines.
4. The Principal Investigator assumes financial and other administrative responsibilities of the project. Funds would be released to the Head of the Institution undertaking the project.
5. In case of multi-institutional project, formal agreement between the collaborating institutions/scientists should be submitted with the proposal.
6. International travel is not permissible under the project.
7. Financial support shall be given for (i) Hiring Services, (iii) Consumables (Chemicals and glassware) (iv) Travel and Field Work (v) Contingency (vi) Equipment (justification is needed)

8. **Funds will not be provided for appointment of Research Fellow/ Project Assistant /Project Staff** under the project.
9. The proposals are considered for approval/rejection by the Project Appraisal Committee. The Committee may seek expert opinion, wherever required.
10. The institute is expected to have core facilities for the project.

Instructions for filling up the Proforma for detailed Proposals:

1. Detailed proposal should be prepared on A-4 size paper (as per Annexure III).
2. Please do not skip reproduction of any section even if the answer is “nil” or given elsewhere.
3. Expected total duration of the project should normally be less than 24 months. Short-term projects with clear applications would be preferred.

Monitoring the Progress of Approved Projects :

University would follow the following review mechanism for the projects supported under the scheme.

1. Institution implementing the project should set up a small internal monitoring group (IMC) chaired by the head of the institution or a senior member with principal investigator and a representative from the potential user group as members and would submit half-yearly and annual progress reports duly vetted by the IMC to the University along with Utilization Certificate and Statement of Expenditure at the end of the Financial Year.
2. On completion, the institution should submit detailed Project Completion Report giving impact of the project.
3. The Project Appraisal Committee would also work as Review and Monitoring Committee on the projects supported under the Scheme. It would take periodic review of progress of the projects.

List of Proforma for preparation of Detailed Proposal:

Sr. No.	Title	Proforma	Remarks
1	Biodata of Investigators	Annexure-II	Along with Annexure III
2	Detailed Proposal for financial support	Annexure-III	Applicable to shortlisted pre-proposals only
3	Endorsement of head of the institute	Annexure-IV	Along with Annexure-III
4	Certificate from the investigators	Annexure-V	Along with Annexure-III

PROFORMA FOR BIODATA OF INVESTIGATORS

(to be submitted in two copies)

A. Name :

B. Date of Birth:

C. Institution:

D. Academic career:
Professional career:

E. Award/prize/certificate etc. won by the investigator:

F. Publication (Numbers only):

Books

Research Paper, report

General articles

Patents

Others (please specify)

G. List of completed and ongoing projects

Sr.No.	Title of project	Duration		Total cost	Funding Agency
		From	To		

H. Projects submitted

Sr.No.	Title of project	Name of Organisation	Status
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(Name & Signature)

Date :

Place.....

PROFORMA FOR PROPOSAL IN DETAIL**A. IDENTIFICATION**

1. Project title

.....

KeyWords

.....

2. Broad Area

- (j) S&T Studies/Surveys. (ST)
- (ii) Location Specific Research & Technology Development. (LSR)
- (iii) S&T Demonstration Projects. (DP)
- (iv) Replication of Successful Models. (RP)
- (v) Joint S&T Programmes on specific theme. (please specify) (JP)
- (vi) Awareness & Training on specific topic. (Please specify) (TRG)

4. Duration: (number of months)

5. Total Cost:

6. Principal Investigator:

6.1 Name:

6.2 Department:

6.3 Designation:

6.4 Organisation/Institution Name:

6.5 Address (Including Telephone (official & residence), E-mail, Fax) :

7. Co-Investigator:

7.1 Name:

7.2 Designation:

7.3 Department:

7.4 Organisation/Inst. Name:

7.5 Address : (Including Telephone (official & residence), E-mail, Fax):

8. Capability of the Organisation:

(a) Major Facilities

(b) Expertise available

(c) List of on-going and completed projects giving the following details.

Project Title	Start date	Completion date	Project cost	Sponsoring organisation

B. TECHNICAL DETAILS

1. Background

- 1.1 Description of problem
- 1.2 Review of work already done
- 1.3 Rational for taking up the project
- 1.4 Relevance to State priorities

2. Challenge and Constraints

Please identify strengths and weaknesses of the implementer's vis-à-vis current project in terms of technical expertise, team building, past record etc. Also list the perceived opportunities and threats and describe how PI/Organisation proposes to capitalize on them or avert them.

3. Description of Proposal

- 3.1 Objectives of the project. (Brief and to the point)
- 3.2 Preliminary Investigations done by organization (if any)
- 3.3 S&T component in the project.
- 3.4 Linkage with S&T Institutions / NGOs / resource persons / R&D organization / Industry for technical backup.
- 3.5 Other organizations working in this area.
- 3.6 Methodology detailing stepwise activities and sub-activities.

4. Work Plan

Phase-wise plan of action up to post project activities detailing time schedule. Milestones may clearly be indicated. PERT/GANTT chart may be attached.

5. Output of the Project

Attempt may be made to quantify output in measurable parameters.

6. Likely Impact (Please attempt to quantify)

7. Parameters for monitoring effectiveness of project

8. Suggested Post Project Activities

C. BUDGET ESTIMATES : SUMMARY

(In Rupees)

Item	BUDGET		
	1 st Year	2 nd Year	Total
A. Recurring			
1. Consumables			
2. Travel			
3. Contingency			
4. Other Costs			
B. Non-Recurring Permanent Equipment			
Grand Total (A+B)			

BUDGET FOR PERMANENT EQUIPMENT

(In Rupees)

Sr.No.	Name of equipment *	Estimates cost
1.		
2.		
Total		

* Please give justification for each equipment.

Annexure – IV

**ENDORSEMENT FROM THE HEAD OF INSTITUTION
(TO BE GIVEN ON LETTER HEAD)**

PROJECT TITLE:

1. Certified that the Institute welcomes participation of Dr./Shri/Smt/Km
.....as the Principal Investigator and
Dr./Shri/Smt./Km..... as the Co-
Investigator for the project and that in the unforeseen discontinuance by the Principal
Investigator, the Co-Investigator will assume the responsibility of the fruitful completion of the
project (with due intimation to RGSTC).
2. Certified that the equipment, other basic facilities and such other administrative facilities as per
terms and conditions of the grant, will be extended to investigator(s) throughout the duration of
the project.
3. Institute assumes to undertake the financial and other management responsibilities of the
project.

Name and Signature of Head of Institution

Date:.....

Place:.....

REMARKS

In regard to research proposals emanating from scientific institutions/laboratories under various
scientific departments, the Head of the institution is required to provide a justification indicating
clearly whether the research proposal falls in line with the normal research activities of the
institution or not and if not, the scientific reasons which merit its consideration by Rajiv Gandhi
Science & Technology Commission.

CERTIFICATE FROM THE INVESTIGATOR

PROJECT TITLE

1. I/We agree to abide by the terms and conditions of the RGSTC grant.
2. I/We did not submit this or a similar project proposal elsewhere for financial support.
3. I/We have explored and ensured that equipment and basic facilities will actually be available as and when required for the purpose of the project. I/We shall not require financial support under this project, for procurement of these items.
4. I/We undertake that spare time on permanent equipment will be made available to other users.
5. I/We enclosed the following materials.

ITEMS

NUMBER OF COPIES

- | | |
|---|----------|
| (a) Endorsement from the Head of the Institution (on letter head) | One |
| (b) Details of the proposals | Three |
| (c) Registration Certificate, Memorandum of Association, rules and regulations of the Institution, audited Balance sheet and Annual Report of previous two years (applicable only for NGOs, field groups, registered societies) | |
| d) Submission of soft copy | By email |
| e) Any other (Please specify) | |

Name & Signature of Investigator

Date :.....

Place