

The R & D project proposal (20 copies) along with a softcopy in MS-Word format should be submitted to The Coordinator, Climate Change Division in the downloadable format as prescribed below:

FORMAT FOR SUBMISSION OF R & D PROJECTS

PART I (General Information)

- 11.0 Project title :
- 11.1 Priority area and sub-area : (pl. see Annexure)

S.No.	Priority Area	Sub-Area

- 11.2 Duration (in months) :
- 11.3 Total cost :
- 11.4 FE component :
- 11.5 Principal Investigator :
- 11.6 Designation :
- 11.7 Depart. & Institution name :
- 11.8 Address :
- 11.9 Date of Birth : (Date of superannuation)
- 11.10 Sex :
- 11.11 Telephone, fax :
- 11.13 Collaborating Institutions :

11.18 Project summary : (About 1 page)

Key words :

11.19 Objectives :

12.0 Problems intended to be addressed by proposed project :

13.0 Need of the study/importance of the project proposal :

Relevance of the proposed project to theme and sub-theme of DST

Concerned parties / targets users of the outputs of proposed project (if relevant for the proposed project:

13.1 Who has identified the problem and its relevance to the objectives of Climate Change Programme.

13.2 How will the project outputs dovetail into the overall development strategy?

1. Understanding the climate change process
2. Methods of assessing vulnerability
3. Mitigation of climate change
4. Adaptation to climate change
5. Methods of assessing impacts

13.3 How the research outcome is going benefit the scientific community as well as the society in large?

13.4 Expectations / estimation when the project will become self-sustaining?

14.0 Status of the art / review of present knowledge in the proposed thematic and sub-thematic areas?

14.1 Identified research gaps :

14.2 End-of-project status :

14.3 Specialist consulted or likely to be consulted

15.0 Work plan

Sl.No.	Activity	Start month	End month	Proposed Outcome

16.0 Approaches / methodologies for the work plan :

17.0 Expertise of the PI to carry out the present proposal

Relevance of the project to the work already going on in the organisation :

18.0 Implementation arrangements proposed for the project (linkages and management structure) :

19.0 Suggestions for replicability of the research outcomes :

20.0 Risks :

21.0 Suggested plan of action for utilisation of expected outputs from the project :

22.0 Name of the nearest branch of the Union Bank of India on which bank draft should be issued :

23.0 Budget estimates :

	Item	BUDGET			(in Rupees)
		1st Year	2nd Year	3rd Year	Total
A.	Recurring				
	1.Salaries/wages				
	2. Consumables				
	3. Travel				
	4. Other costs				
B.	Equipment				
	Grand total (A+B) Total FEC*				

*FEC- Foreign Exchange Component Foreign Exchange component (in US\$) equivalent of rupee amount at the prevailing rates may be furnished.

23.1 Budget for salaries / wages

		BUDGET			(in Rupees)
		1st Year	2nd Year	3rd Year	Total
Designation & number of persons	Monthly Emoluments				

Total					

Justification [DST norms must be followed as per guidelines for Research Fellows, Scientists and Assistants] http://dst.gov.in/whats_new/main-new.htm#1

23.2 Budget for consumable materials :

		BUDGET			(in Rupees)
Item		1st Year	2nd Year	3rd Year	Total
	Q*				
	B**				
	F***				
Total	B				
	F				

*Q: Quantity or number, ** Budget, ***F: Foreign Exchange Component in US\$

Justification [Quotations must be enclosed]

23.3 Budget for travel :

		BUDGET			(in Rupees)
		1st Year	2nd Year	3rd Year	Total
	Travel (Only inland travel)				

Justification [Tentative number of visits may be given]

23.4 Budget for other costs :

		BUDGET			(in Rupees)
		1st Year	2nd Year	3rd Year	Total
	Other costs/Contingency costs				

Justification

23.5 Budget for equipments

Sl. No.	Generic name of the Equipment along with make & model	Imported/Indigenous	Estimated Costs (in Foreign Currency also)*	Spare time for other users (in %)

Justification for the proposed equipment [Quotations must be enclosed]

List of facilities being extended by parent institution(s) for the project implementation.

A) Infrastructural Facilities:

Sr. No.	Infrastructural Facility	Yes/No/ Not required Full or sharing basis
1.	Workshop Facility	
2.	Water & Electricity	
3.	Laboratory Space/ Furniture	
4.	Power Generator	
5.	AC Room or AC	
6.	Telecommunication including e-mail & fax	
7.	Transportation	
8.	Administrative/ Secretarial support	
9.	Information facilities like Internet/ Library	
10.	Computational facilities	
11.	Animal/ Glass House	

12.	Any other special facility being provided	
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B. Equipment available with the Institute/ Group/ Department/ Other Institutes for the project:

Equipment available with	Generic Name of Equipment	Model, Make & year of purchase	Remarks including accessories available and current usage of equipment
PI & his group			
PI's Department			
Other Inst In the region			

Names and addresses of experts / institutions interested in the subject / outcome

Bio-data of PI/CO-PI

ENDORSEMENT FROM THE HEAD OF INSTITUTION

PROJECT TITLE :

Certified that the Institute welcomes participation of Dr. _____ as the Principal Investigator for the project.

1. Certified that the equipment other basic facilities and such other administrative facilities as per terms and conditions of the grant will be extended to the investigator throughout the duration of project.
2. Institute assumes the financial and other management responsibilities of the project.

Name and Signature of Head of Institution

Date

Place :

In regard to the 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.

CERTIFICATE FROM THE INVESTIGATOR

PROJECT Title:

1. I/We agree to abide by the terms and conditions of the DST 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 request financial support under this project for procedure for procurement of these items.

4. I/We undertake that spare time on permanent equipment. (listed in section 23.7) will be made available to other users.

5. I/We undertake to submit progress reports statement of accounts, utilisation certificates etc., regularly as prescribed by DST.

6. I/We have enclosed the following materials:

Items	No. of copies
a. Endorsement from the head of the Institution (on letter head)	one
b. (This) Certificate from Investigator (s)	one
c. Details of the proposals from the Section 1.0 to 26.0 (stitched)	20
d. Name (s) and address (es) of experts/ institutions interested in the subject/outcome	Two

Name and signature of investigator

Date:

Place:

CURRICULUM VITAE

1. NAME :

2. DATE OF BIRTH :

3. Address :

4. ACADEMIC QUALIFICATIONS :

5. PROFESSIONAL CAREER:

6. ASSIGNMENTS : (in Climate Change Research area)