

**PROFORMA FOR SUBMITTING PROJECT PROPOSALS :**

**1. ABSTRACT OF THE PROPOSAL**

(not exceeding three A-4 pages)

- a. Title of the Project
- b. Objectives
- c. Project duration with milestones of phases.
- d. Significance and impact/value of the project.
- e. Cooperating partners.
- f. Details of partnership : (a) S&T (b) Financial
- g. Total financial outlay.
- h. Date of Birth of Project Investigators & Co-Investigators (both institutional and industry) with brief C.V.
- i. Annual Report of industrial collaborator for the last financial year.
- j. Declaration of the collaborating organisations confirming their support and participation in the programme as above.

**II. PROJECT DETAILS :**

- (a) Detailed objectives and approach of the project (including its preamble, review of current scenario, methodology, importance and impact value, significance and references).
- (b) Scientific and technological background of collaborating parties in relationship to developments nationally and internationally along with intellectual property scenario.
- (c) Methodology and plan of work including time schedules, and monitoring mechanisms. The respective roles of the collaborating parties in carrying out the proposed project should be clearly identified and indicated.
- (d) Details of available resources including personnel and equipment of collaborating parties (indicate separately).
- (e) Brief particulars of the applicant firm/company giving details of major areas of R&D, S&T facilities available, current and last two years R&D budget, staff position and recent R&D achievements.

**III. FINANCIAL REQUIREMENTS :**

Recurring and Capital with phasing in time (indicate in the following format separately for INDUSTRY & INSTITUTION).

**RECURRING**

(Rupees in lakh)

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Head	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total
1. Salaries & Wages				
2. Consumables & Materials				

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3. Internal Travel
4. Information & Documentation
5. Patent Filing
6. Overheads (Services)

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 (A) Sub-Total

CAPITAL

(Rupees in lakh)

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Head	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total
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1. Equipment (New)				
2. Equipment Usage (Existing)				
3. Software etc.				
4. Others				
(Please specify)				
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(B) Sub-Total				
GRAND TOTAL (A+B)				
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Please specify the Equipment details along with justification for equipment costing above Rs. 5.0 lakh. Specify clearly if similar equipment is available in the institution.

### Declaration

We, the undersigned are the collaborators of the project entitled ".....".

We the undersigned would do our utmost to support and to ensure effective participation of scientists from respective institutes towards the goal oriented, time bound, progress of the said project.

Signatories (INDUSTRY)

Name, Designation, Signature & Seal

Signatories (INSTITUTIONS)

Name, Designation, Signature & Seal

1. Principal Investigator

1. Principal Investigator

2. Co-Principal Investigator

2. Co-Principal Investigator

3. Chairman/Managing Director

3. Head of the Institution

**DECLARATION/CERTIFICATION BY HEAD OF THE INSTITUTION  
(TO BE GIVEN IN THE OFFICIAL LETTERHEAD)**

It is certified that

- a) The collaborative research project entitled.....  
.....  
.....  
..... with industry partner  
M/s..... proposed in  
the Drugs and Pharmaceuticals Research Programme does not in any way  
duplicate the work already done or being carried out elsewhere on the subject.
- b) The same project has not been submitted to any other agency/agencies for  
financial support.
- c) The emolument for the manpower proposed are those admissible to persons of  
corresponding status employed in the institute/university or as per the ministry  
of science and technology guidelines.
- d) Necessary provision for the scheme/project will be made in the  
institute/university/state budget in anticipation of the sanction of the  
scheme/project wherever such provision is committed.
- e) If the project involves the utilization of genetically engineered organism, it is  
agreed that we will ensure that an application will be submitted through our  
Institutional Biosafety Committee and we will declare that while conducting  
experiments, the biosafety guidelines of the Department of Biotechnology  
would be followed in toto.
- f) If the project involves field trials/experiment/exchange of specimen etc. will  
ensure that ethical clearances would be taken from concerned ethical  
committees/competent authorities and the same would be conveyed to the  
Department of Biotechnology before implementing the project.
- g) It is agreed that any research outcome or intellectual property right(s) on the  
invention (s) arising out of the project shall be taken in accordance with the  
Agreement made in this regard among the collaborators of the said project.
- h) We agree to accept the terms and conditions of the programme and execute  
legal agreement as required before commissioning the project.
- i) The institute/university agrees 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) through out the duration of the project.
- j) The institute assumes to undertake the financial and other management  
responsibilities of the project.

Seal

(Signature of the Head of Institution)

For more information please contact:

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