

Annexure-II**APPLICATION PROFORMA FOR GRANT FOR RESEARCH PROJECT
(To be filled by the Principal Investigator)**

1.

Title of the Project :

2.

Name of the Institution(s)/Organization(s) in which the project will be carried out (Specify whether College (Government / Aided/ Autonomous/ Private), University, Government Institution, Non-governmental organization, etc.):

3.

Name and Designation of the Principal Investigator :

4.

Name and Designation of the Co-investigator :

5.

Address for correspondence :

6.

E- mail ID & Mob. No. :

7.

Geographic location of research project site (latitude and longitude), wherever applicable:

8.

Participation of public and private sector and/or other government ventures: (Please give details regarding the sharing of work components, costs, and outputs, including implementation arrangements and modalities of achievement of the envisaged objectives against the stated milestones of work.)

9.

Duration of the Project :

10.

Total amount of assistance required :

11.

The detailed project proposal consists of the following :

Part I – An abstract

Not exceeding one page, describing the background, objectives, methodology, expected outcome, and figures of the year-wise budget

Part II – Mandatory Fields regarding the proposed Project

1.
Introduction
2.
Detailed Literature Survey (one page)
3.
Objectives
4.
Detailed Methodology
5.
Minimum required tenure
6.
Year-wise Work Plan with Milestones
7.
Component-wise justification of the costing of the project
8.
Practical relevance/utility of the project
9.
Socio-economic and environmental significance
10.
Expected physical output
11.
Expected outcome
12.
Agencies which can utilize the results of the project
13.
Techno-commercial feasibility, if any
14.
Modalities for replication of the outcome, if any

15. Standardization of the design parameters for technology and preparation of protocols/ prototypes for achieving reliable and replicable processes, if any
16. Statement of originality and certification on no duplication with existing work/ongoing projects

Part III - Biographical Sketch of the investigator(s) detailing research credentials and research papers published in the area of the proposed research project

Part IV - Facilities (equipments/instruments) available at Institution(s)/ Organization for carrying out the project

Part V - Project budget in the prescribed format

PROJECT BUDGET

A.	Salaries and Wages	I Year	II Year	III Year	Total
1.	JRF/SRF (if any)				
2.	Supporting technical staff or other personnel , if any				
	Grand Total				
B.	Permanent Equipment (specify various individual items of equipment)				
	Equipment				Amount
	Total Equipment Cost				
C.	Hiring Services:				
D.	Travel and Field work				
E.	Contingencies				
F.	Other project Costs, if any (specify)				
	Grand Total : (A+B+C+D+E+F)				

(Justification for amounts proposed under each head must be furnished with its need and relevance to the project).

COVERING LETTER FOR APPLYING FOR RESEARCH GRANTS

To

The Director
Directorate of Environment and Climate Change
KSRTC Bus Terminal, Thampanoor,
Thiruvananthapuram- 695 001

Sir,

A research project entitled “ _____

_____ “ is forwarded
herewith.

It is certified that the same project or project with similar objectives has not been submitted to any other funding agency by the Investigator.

We have carefully read the terms and conditions of sanctioning the project and agree to abide by them.

The organization will provide all necessary infrastructural facilities (both laboratory and administrative) if the project is sanctioned.

The organization is fully responsible in regard to matters pertaining to the project.

Certified that the equipment proposed in the project proposal are not available in the Department/Institution or are available in the Department/Institution but not available for dedicated project use. The list of available equipments is enclosed.

Yours faithfully,

(Principal Investigator)

(Registrar/Director/Head of the Institution)

Date.....

Place.....

ENDORSEMENT FROM HEAD OF THE INSTITUTION

(To be given on letter head)

Title of the Project:

The Institute certifies the participation ofas the Principal Investigator and.....as the Principal Co-investigator for the project and that in the unforeseen event of discontinuance by the Principal Investigator, the Principal Co-investigator or any other equally qualified Investigator will assume the responsibility of the fruitful completion of the project (with due information to the DoECC).

Certified that the equipment and other basic facilities mentioned in the Part IV of Application Form and such other administrative facilities as per terms and conditions of the grant, will be extended to the investigator(s) throughout the duration of the project.

The Institute assumes to undertake the financial and other management responsibilities of the project.

Date:

Place:

Name and Signature of
Head of the Institution

DECLARATION STATEMENT FOR CERTIFYING THE DULY

FURNISHING OF REPORT, UTILIZATION CERTIFICATE & STATEMENT OF EXPENDITURE FOR PREVIOUS GRANTS

1.

Name and Address of the Principal Coordinator:

(Include Telephone, Mob. and E-mail ID)

2.

DoECC project/programmes sanctioned earlier (if any)

If Yes

1.

File No. /Ref. No:

2.

Title of the Project / Programme if any:

3.

Amount Sanctioned:

4.

Present status of the project:

5.

Whether the Principal Investigator/Coordinator has settled the accounts: Yes/No

Declaration

I hereby declare that I have no pending Reports, Statement of Expenditure or Utilization Certificates with respect to any project/ programmes of the Directorate of Environment & Climate Change, Government of Kerala.

Head of the Institution:
(Signature, Name & Address)

Coordinator/Principal Investigator
(Signature, Name & Address)

Seal

Place:

Date: