



CHHATTISGARH COUNCIL OF SCIENCE & TECHNOLOGY

MIG - 25, Indrawati Colony, Raipur 492 001

PROFORMA FOR SUBMISSION OF MINI RESEARCH PROJECT

(To be submitted in six copies)

Maximum Amount: Rs. 5.00 Lacs

THE MINI RESEARCH PROJECTS MUST BE PERTAINING TO SOCIO-ECONOMIC DEVELOPMENT OF THE STATE

SECTION 'A'

1. Name(s) of the Applicant(s)/Investigator(s):
Department (Full Address)
2. Title of Research:
 - a. Proposal:
 - b. Broad area/ Field classification:
3. Period required for completion of Research Scheme:
4. Total grant required:

Please give breakup under the following heads

	I st Yr.	II nd Yr.	III rd Yr.	Total (Rs.)
Staff				
Contingencies				
Equipment				
Total				
			Grand Total Rs.	

DECLARATION & ATTESTATION

I/We have read the terms and conditions of Chhattisgarh Council of Science and Technology research grant. Necessary Institutional facilities will be provided if the research proposal is approved for financial assistance. Full audited account of expenditure and utilization certificate will be also rendered by the Institution.

Date:

Signature:

Name of Proposer (s):

Head of Institution:

(seal)

SECTION 'B'
DETAILED RESEARCH PROPOSAL
(Please start on fresh page and append this section to the proposal)

This information must be adequate and sufficiently self-contained to enable the Council and the Referees to assess the project, and it must cover the following aspects:

- a. Title of the Project
- b. Objectives of Research project
Statement of problems and practical relevance to be specifically indicated (about 150 words)
- c. Detailed research plan (in about 1,500 words):
The plan should include specific information covering the following aspects:-
 - i. Present Knowledge with relevant bibliography, highlighting the gap in the existing knowledge in the field.
 - ii. Preliminary work already done, if any.
 - iii. Plan of Research work / Study giving design of research experiments /survey and data processing etc.
 - iv. The Scientific/Technological significance of undertaking this investigation.
 - v. Phasing of programme for specific objectives to be attained such as (a) pilot study (b) Data Collection (c) Data processing.
 - vi. Methods proposed to be followed for undertaking the study.
 - vii. Justification with the likely impact of the proposed investigation (Scientific / Technological/ Industrial / on regional economic growth / overall welfare/ generation of competence.)
 - viii. Please justify sanction of the project on the following grounds
 - a. Innovation
 - b. Capacity building / development of research
 - c. Practicability of its applications
 - d. Any other point(s)

Fund requirement (Cost budgeting)

Detailed year-wise break-up under staff, equipment, contingencies, etc. with appropriate justifications.

Budget

(in Rupees)

1 st Yr.	2 nd Yr.	3 rd Yr.
TOTAL		

1. Staff
 - (i) Project Fellow (@ Rs. 10,000 per month)
 - (ii) Field Assistant (@ Rs. 5,000 per month)

2. Contingency (specify)
 - i. Materials, Chemicals, glassware, etc.
 - ii. Stationary, books, reprints, etc.
 - iii. TA expenditure for fieldwork.
 - iv. Other items.

Grand Total _____

3. Equipment
 - i) Utilization of contingency:
(Please specify what for this amount is to be used).
 - ii) Utilization of grant for equipment.
(Generic name of equipment along with make & model and approximate cost and its use in the context of this project may be given.)

Undertaking by the proposer:

I have read the terms and conditions of research grant and agree to abide by the same.

Signature of the Project proposer:

Name:

Designation:

Date:

SECTION 'C'

BIO DATA OF INVESTIGATOR(S)

Tele No. _____

Fax No. _____

E-mail _____

1. Name: _____

Designation: _____

Department: _____

Institution: _____

Address: _____

2. Date of Birth: _____

3. Educational Qualification: _____

Degree	Year	University	Field(s)
B.Sc. / BE/....			
M.Sc./ME/....			
Ph. D./..			
Others			

Research / Training Experience:

Duration		Institution	Designation	Nature of work
From	To			

4. Research Specialization:

(Major Scientific Fields of interest)

5. Brief Resume of
 - a. Research work done by the proposer(s) in this or related fields:
 - b. List of publications relevant to the Present Project:
(With title & complete reference)
 - i Thesis and related area:
 - ii In other areas (List may be appended separately)
6. Available Institutional facilities:
7. Facilities in equipment etc. available at the University/Institution for the proposed investigation.

8. Project(s) Completed

Title	Agency	Year of Completion

9. On Going Projects

Title	Agency	Duration	Year of beginning	Amount Sanctioned

TERMS AND CONDITIONS OF THE GRANT-IN-AID

The Mini research projects must be pertaining to Socio-Economic Development of the State.

1. In line with the Council's objectives it is imperative to support only such Research & Development Mini Research projects which are relevant to the achievement of specific objectives of the Council as follows:
"To identify and utilize areas of science and technology for-
 - a. Achieving socio-economic development of the state and
 - b. To achieve the objectives of tackling the problems particularly of backwardness, unemployment and poverty in the rural areas, and among the under-privileged section of the society".
2. Mini research project will be sanctioned to permanent faculty member(s).
3. Six copies of the project proposal to be submitted to Council in the prescribed proforma.
4. Suitable accommodation and other necessary facilities, equipment, etc. should be made available by the Institution for the research project. The Grant -in - Aid would be released through the Head of the Institution who would be responsible for proper utilization of the grant.
5. Annual progress report of the work carried out is required to be submitted to the Council within one-month time limit.
6. The Council reserves the right to terminate the project if progress of the work is not found satisfactory, in the opinion of the Council.
7. Publication of the research data of the project should be done only after taking approval from the Council, for which a copy of research paper should be submitted.
8. Accounts duly supported by vouchers for the expenditure incurred on salary, contingencies, etc. should be submitted regularly through the Head of the Institution/Research Organization.
9. Procedure laid down for appointment of Staff, Purchase of equipment, materials by the Institution concerned must be strictly followed.

10. Prior approval of the Council for purchase of equipment costing more than Rs. 10,000/- would be necessary. The Council normally does not approve the purchase of any major equipment from its grants, except for exceptional cases.
11. Proper record of purchase, stock entries, breakages, & losses should be maintained for verification, and submitting the verification report to the Council. On completion of the project the equipment and other articles purchased from Council fund should be transferred to the stock books of the Institution.
12. The Institution shall be responsible for submitting the annual and final audited statement of accounts and utilization certificate for the grant released by the Council.