

ANNEXURE-II: TEMPLATES FOR ADMINISTRATIVE & FINANCIAL CONSIDERATIONS BYDBT

[This document shall be completed for Indian Investigator(s) by the Lead Scientific Coordinator/India Project Lead, in consultation and agreement with Counterparts]

General Instructions:

- *All fields are mandatory*
- *All sections of this proforma must be completed. If the space provided is not sufficient, attach additional supporting materials as necessary. Page numbering and headings of any supplementary material must match corresponding sections in filled-in proforma.*
- *Makesure that all investigators shall thoroughly understand the call text, requirements of participation & funding before filling this proforma*
- *Project shall not be pursued if it is incomplete or any of the requirements mentioned herein missing*
- *Project must be written in plain English*

<u>SR.NO</u>	<u>PARTICULARS</u>
1.0	GENERAL INFORMATION
1.1	Duration of the Project <i>(in months)</i>
1.2	Proposed cost of the project <i>[Cumulative (non-recurring & recurring), as well as segregated project cost proposed for Indian and Spain participants In INR]</i>
1.3	Objectives of the proposal <i>(only one liner, must be interdependent, and to be submitted as bullet points NMT 100 words)</i>
1.4	Has this proposal (or a very similar one) been considered/funded in the past 2 years? [--YES/NO--] If Yes , how the present proposal is different from the already considered/funded earlier proposal?
2.0	PARTICIPATING INVESTIGATORS
2.1	Name & designation of Lead Scientific Coordinator/ India Project Lead, Date of Birth, Date of Superannuation & Complete Contact Information <i>(including institutional affiliations, e-mail & cell number)</i>
2.2	Name & designation of Principal Investigator(s) & Co-Principal Investigator(s), Date of Birth, Date of Superannuation & Complete Contact Information <i>(including institutional affiliations, e-mail & cell number)</i>
2.3	Name & designation of Co-Investigator(s), Date of Birth, Date of Superannuation & Complete Contact Information <i>(including institutional affiliations, e-mail & cell number)</i>
2.4	Name & designation of Project Coordinator from Spain & Complete Contact Information <i>(including institutional affiliations & e-mail)</i>

	2.5	Name & designation of Principal Investigator(s) and Co-Principal Investigator(s) from Spain & Complete Contact Information <i>(including institutional affiliations & e-mail)</i>
	2.6	Name & designation of Co-Investigator(s) from Spain & Complete Contact Information <i>(including institutional affiliations & e-mail)</i>
	3	Explicit interdependent OBJECTIVES of each participating organization <i>(NMT 300 words // allocated to Indian and Spain counterparts; to be presented as bullet points)</i>
	4	WORK DIVISION <i>[NMT 500 words // provide explicit roles, responsibilities & contribution of each investigator (Indian and counterparts from Spain) to be involved in this project // Complementarities of participants and extent to which the consortium as a whole brings together the necessary expertise and appropriateness of the allocation of tasks]</i>
	5	IMPORTANCE & EXPECTATION <i>(NMT 400 words // Describe briefly the importance of your research for the scientific community, society & the environment, and the impact you expect from the project on research, training and teaching in your field/discipline in short and/or long term // How the project relates to India's specific and global aspiration?)</i>
	6.0	ETHICAL, SAFETY & STATUTORY REQUIREMENTS
	6.1	Is there any possibility of use of information (in any form) resulting from the proposed work, which may impinge on India's national prestige and/ or security? If yes, the nature of such a use should be indicated. <i>[NMT 50 words]</i>
	6.2	Will any sensitive source material be referred to during the course of the research? [- - YES/NO --] <i>If yes, provide explicit details of the same. [NMT 70 words]</i>
	6.3	Does this collaboration involve <i>(Explicitly highlight the same)</i> a) Use of endangered fauna and/or flora and/or protected areas? [- YES/NO --] b) Transnational exchange of biological resource(s) and/or material(s)? [- YES/NO --] c) Use of radioactive materials? [- YES/NO --] d) Use of elements that may cause harm to the environment, to humans (including research staff), to animals or plants? [- YES/NO --] e) Use of Genetically Engineered Organisms? [- YES/NO --] f) Field trials or testing? [- YES/NO --] g) Pre-clinical and/ or Clinical trials or testing? [- YES/NO --] h) Ethical considerations? [- YES/NO --] i) Considerations related to Intellectual Property Rights (IPR)? [- YES/NO --] j) Collection and/or processing of new and/or previously collected personal data? [- YES/NO --]
	6.3a	If answer to the one or more of the above questions is YES ;

		Are the investigator(s) aware of the relevant regulations (<i>such as CPCB/IBSC/IASC/IAEC/IEC/NBA/IC-SCR/CTRI etc.</i>) and have they agreed to abide by them? [YES/NO-] <i>If YES, provide explicit details of it [NMT 150 words] If NO, provide a valid reason(s) to it [NMT 150 words]</i>																																																												
	6.4	Describe the following <i>[NMT 500 words Kindly note that the IPR issues for each proposal need to be in compliance with the Spain and India]</i> a) If & how the project results should be protected b) Details of knowhow 'within the consortium' already generated so far c) IPR barriers or relations to others' intellectual properties d) Brief summary of your freedom to operate these IPs during the tenure and beyond the tenure of the project e) Whether methods/interventions chosen give rise to intellectual property disputes or opportunities? If yes, clarify the same explicitly. f) How & what level of "freedom to operate" will be made available for the knowhow and IPs already generated/ existing and to be generated through this grant, to the scientific fraternity in India & world over?																																																												
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	7.3	Details of Industry wise & year wise final budget proposed: <i>[DBT's support to Industry shall not exceed 50% of the total cost (upto maximum of Rs. 1.5 Crore) proposed by the Industry participant, 50% of the contribution shall mandatorily come from the Industry.]</i>	(Rs. In lakhs)			
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		Other (Provide details).....				
		Total				

8.0		UNDERTAKING & ENDORSEMENTS
	8.1	<p>a) The research work proposed in the scheme/project entitled" "does not in any way duplicate the work already done or being carried out elsewhere on the subject.</p> <p>b) Certified that above information is true to the best of our knowledge</p> <p style="color: red;">[Name, Signature and Stamp of Project Lead/ Principal Investigator (On behalf of all participating investigators)]</p> <p style="color: red;"><u>Forwarded by</u> [Name, Signature & Stamp of Executive Head of Institution/ Organization/ University]</p>
	8.2	Enclose a letter of collaboration and submission of joint proposal (<i>with the project title</i>) from <u>Project Coordinator</u>
	8.3	Endorsement by the Head of the Organization: (<i>to be submitted on letter head in support of individual participating investigator of the concerned organization as per the proforma placed below</i>)

Endorsement by the Head of the Organization

To be submitted on letter head in support of individual participating investigator

Project Title:

I. Certified that the institution welcomes participation of Dr. _____ as the Principal Investigator and Dr. _____ as the Principal Co-Investigator or Co-Investigator for the project and that in the unforeseen event of discontinuance by the Principal Investigator, the Principal Co-Investigator will assume the responsibility of the fruitful completion of the project [with due information to the Department of Biotechnology(DBT)].

II. Certified that all resources (infrastructure, techno-scientific, administrative, etc.) as per the terms and conditions of the grant, will be extended to investigator(s) throughout the duration of the project.

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

IV. Certified that comprehensive appraisal pertaining to administrative, financial, ethical, regulatory & statutory requirements has been made towards participation of this organization through this project, beforehand.

V. We thoroughly understood the modalities of participation & funding, and shall abide to it.

VI. We hereby commit to obtain all applicable (central & state) environmental, regulatory & statutory as well as local governmental authorizations, prior to the commencement of site development activities.

VII. We agree to accept the terms and conditions of Department of Biotechnology, Govt. Of India.

VIII. The details & information given in the project proposal are true & factual.

Date:

Place:

Name & Signature with stamp
of Head of the Organization