

# **Indo-Australian Biotechnology Fund 2018-19**

*Application Form for Indian Applicants for Bilateral  
Research Project Funds under the Indo-Australian  
Fund for S&T Cooperation in Biotechnology*

**Priority Area:**

**Project title:**

**Participating Institutes & PIs**



**Department of Biotechnology Ministry  
of Science & Technology Government  
of India**

# **APPLICATION FOR JOINT COLLABORATIVE PROJECT INDO-AUSTRALIAN COLLABORATION IN BIOTECHNOLOGY**

**This application is to be submitted by the Indian partner for Indo-Australian Collaboration in Biotechnology.**

The application form consists of the following:

Part-I:	FACE SHEET
Part-II:	GENERAL INFORMATION
Part-III:	PROJECT CHARACTERISTICS
Part-IV:	PROJECT DESCRIPTION
Part-V:	PROJECT PHASE DETAILS
Part-VI:	RESOURCES AND OTHER FACILITIES AVAILABLE
Part-VII:	BUDGET DESCRIPTION
Part-VIII:	OTHER SUPPORT
Part-IX:	BIOGRAPHICAL SKETCH
Part-X:	NAMES OF 5 REFERRES WHO ARE EXPERT IN THE PRIORITY AREA UNDER WHICH THE PROPOSAL IS BEING SUBMITTED
Part-XI:	ASSESSMENT CRITERIA AND REQUIRED RESPONSE

## **INSTRUCTIONS:**

1. 5 hard Copies and a soft copy of the full proposal in a single word file /PDF file in a CD and by e-mail should be submitted to DBT by the Indian investigator.
2. All parts of the form should be filled in detail as required.
3. Any additional relevant document to support the application may be attached.
4. Applicants may attach additional pages as needed to complete the descriptive material deemed described to be included in their application.
5. Applicants must provide names of 5 Referees who are experts in the priority area.

The application should be sent to the following address:

### **Nodal Officer - INDIA**

Dr. Suraksha S. Diwan  
Scientist 'E'  
Department of Biotechnology  
Ministry of Science & Technology  
Block No:3, 5<sup>th</sup> Floor, **Room No. 517**,  
CGO Complex,  
Lodi Road, New Delhi – 110 003 INDIA  
E-mail address: [ssdiwan.dbt@nic.in](mailto:ssdiwan.dbt@nic.in);

## I. FACE SHEET

### 1. CHECKLIST

Please ensure that you have provided information against all required fields in your application. Incomplete applications will not be accepted:

- ☐ Application endorsed by authorized person
- ☐ Indian Applicant details completed
- ☐ Australian applicant details completed
- ☐ Application overview completed
- ☐ Project plan and budget, detailing and costing all activities in each milestone completed
- ☐ Milestone template completed
- ☐ All required assessment criteria addressed as mentioned in the guidelines, including provision of supplementary documentation where required;

### 2. SIGNATURES OF PROJECT COORDINATORS AND INVESTIGATORS

Indian Partner  
Date, Name

Australian Partner  
Date, Name

### 3. ENDORSEMENT OF APPLYING ORGANIZATIONS

Signature of person authorized to endorse application on behalf of the applying organization:

**India**

.....  
Signature

.....  
Full name (please print)

.....  
Designation

**Australia**

.....  
Signature

.....  
Full name (please print)

.....  
Designation

## II. GENERAL INFORMATION

### (i) INDIAN APPLICANT DETAILS

NOTE: All fields are mandatory	<b>Indian Applicant</b>
<b>Project Coordinator / Investigator</b> (Name, Phone, Fax and Email Address)	
<b>Organisation Name:</b>	
<b>Organisation Type:</b> [Be one of the following 'eligible organizations'] <ul style="list-style-type: none"> <li>- Indian tertiary educational institution;</li> <li>- Indian Cooperative Research Centre;</li> <li>- Indian State/Territory-funded research organization;</li> <li>- Indian public sector research company;</li> <li>- Indian private research company;</li> <li>- Indian not for profit research organization; or</li> <li>- Other Indian incorporated entity</li> </ul> Be from an organization that is registered for under DSIR, is incorporated or if a university, is exempt from income tax.	
<b>Organisation Phone number:</b>	
<b>Organisation Fax number:</b>	
<b>Organisation Email Address:</b>	
<b>Organisation Website Address:</b>	
<b>Organisation Physical Address:</b> (Street address, Suburb and State/Region ):	
<b>Postcode:</b>	
<b>Contact officer's name and Organisation Postal Address:</b> (postal address, Suburb and State/Region):	
<b>Postcode:</b>	

**Add additional Indian partners if required.**

**(ii) AUSTRALIAN APPLICANT DETAILS**

NOTE: All fields are mandatory	<b>Australian Applicant</b>
<b>Project Coordinator / Investigator</b> (Name, Phone number and Email Address)	
<b>Organisation Name:</b> (The organisation should be the Australian legal entity that will enter into a contractual funding agreement with the Australian Government)	
<b>Organisation Type:</b> [Be one of the following 'eligible organizations'] <ul style="list-style-type: none"> <li>- Australian tertiary educational institution;</li> <li>- Australian Cooperative Research Centre;</li> <li>- Australian Commonwealth-funded research organisation;</li> <li>- Australian State/Territory-funded research organization;</li> <li>- Australian public sector research company;</li> <li>- Australian private research company;</li> <li>- Australian not for profit research organization; or</li> <li>- Other Australian incorporated entity</li> </ul> Be from an organization that is registered for GST, is incorporated or if a university, is exempt from income tax.	
<b>Organisation Phone number:</b>	
<b>Organisation Fax number:</b>	
<b>Organisation Email Address:</b>	
<b>Organisation Website Address:</b>	
<b>Organisation Physical Address:</b> (Street address, Suburb and State):	
<b>Postcode:</b>	
<b>Organisation Postal Address:</b> (postal address, Suburb and State):	
<b>Postcode:</b>	
<b>Contact Officer Postal Address:</b>	
<b>Project Manager:</b> (Name, Phone number and Email Address)	
<b>Contact Officer:</b> (Name, Phone number and Email Address)	

**Add additional Australian partners if required.**

**(iii) COLLABORATIVE RESEARCH PROJECT OVERVIEW**

NOTE: All fields are mandatory

<b>Proposal Title:</b> <i>(maximum 25 words)</i>	
<b>Activity Type:</b> - Collaborative Research Project <input type="checkbox"/>	
<b>Priority Area of Research:</b>	
<b>Host/Partner:</b>	
<b>Location(s) of research:</b>	
<b>Proposed Start Date:</b>	
<b>Proposed Finish Date:</b>	
<b>Indian Funding sought:</b>	<b>INR</b>
<b>Australian Funding sought:</b>	<b>AUD</b>

### III. PROJECT CHARACTERISTICS:

<b>(i) Keywords:</b> <i>(Please provide between 1 to 6 words to describe the proposed research. Keywords should be of the kind normally required for submitting an article to a major referred journal)</i>	
<b>(ii) Fields of Research:</b>	
<b>(iii) Socio-Economic Objectives:</b>	
<b>(iv) National Research Priority Goals:</b>	

### IV. PROJECT DESCRIPTION:

<b>Project Summary</b> In no more than 200 words provide an overview of the aims of the project (use plain English, non-technical terms)

Project Objectives	
Indian Partner	Australian Partner

### **Expected Outcomes**

In no more than 200 words provide an overview of the expected outcomes of the project. (use plain English, non-technical terms)

### **Project Snapshot**

Description must be a brief, non technical summary of the objective of the project. Do not use acronyms. Please be advised that should your application be successful your project snapshot will be published to the Department's website.

## V. PROJECT PHASE DETAILS

A.

<b>Indian Description of Activities</b> <i>(Activities to be undertaken during this project phase)</i>	<b>Tentative Activity Start Date</b>	<b>Tentative Activity Finish Date</b>	<b>Expenses</b> <i>(Project expenses for this phase for which funding is sought from the Indian Government)</i>	<b>Responsible Agency</b>	<b>Indian Performance Indicators</b> <i>(Measurable performance indicators that can be used to assess performance against phase activities)</i>

B.

<b>Australian Description of Activities</b> <i>(Activities to be undertaken during this project phase)</i>	<b>Tentative Activity Start Date</b>	<b>Tentative Activity Finish Date</b>	<b>Responsible Agency</b>	<b>Australian Performance Indicators</b> <i>(Measurable performance indicators that can be used to assess performance against phase activities)</i>

**VI. RESOURCES AND OTHER FACILITIES AVAILABLE:****Laboratory:****Animal House / Green House:****Computer:****Office:****Others:****MAJOR EQUIPMENT:** List important equipment items already available for this project.**ADDITIONAL INFORMATION:** Any other information describing the environment of the project.**VII. BUDGET DESCRIPTION****BUDGET ESTIMATES (SUMMARY)**

(Cost of Indian side of the Project)

(₹ in lakhs)

ITEM	BUDGET			
	I Year	II Year	III Year	TOTAL
<b>A. Non-Recurring</b>				
Permanent Equipment				
<b>Sub-total (A)</b>				
<b>B. Recurring</b>				
Personnel				
Consumables				
Travel				
Contingency & other costs				
<b>Sub-total(B)</b>				
<b>Total (A+B)</b>				

**BUDGET DETAILS:****PERMANENT EQUIPMENT/INSTRUMENT**

Generic name of equipment And accessories with make	Imported/ indigenous	Estimated cost/FEC	Sparetime available for use by others
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- Maintenance
- New infrastructure

**Detailed Justification for each Equipment/Instrument and also please link with existing facilities.**

RECURRING

**(a) Budget for Personnel**

Rs. in Lakhs

Designation Qualifications Monthly I year II year III year TOTAL (No. of . Emoluments persons)

Total

Brief justification for the personnel to be engaged:  
(About 50 words)

**(b) Budget for consumables:**

Rs. in Lakhs

Item-wise by I year II year III year TOTAL category

Chemicals

Enzymes

Radio-isotopes

Consumables

Others (specify)

Total

**(c) Budget for Travel**

Rs. in Lakhs

Item	I year	II year	III year	TOTAL
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Domestic

International

Local Hospitality  
(Partner Institute)

Total

Justification for visits

**(d) Budget for Contingency & other costs**

Rs. in Lakhs

Item wise by I year II year III year TOTAL category

Costs for equipment  
& Chemicals  
(transport, clearance, tax,  
import duties)

Contingency:

Domestic :

**Workshops and meetings**

Total

Justification for contingency & other costs

AUSTRALIAN SIDE:

**Total:**

1. Equipment
2. Consumable
3. Travel
4. Other cost
5. Personal

**VIII. OTHER SUPPORT**

(Defined as funds or resources, whether Government or non-Government, or institutional available to the principal investigator/program director)

Name  
Source

active/pending/none

Title

P.I.

## **IX. BIOGRAPHICAL SKETCH**

Give the following information for the all key personnel and consultants and collaborators separately for both Indian and Australian Laboratory

### **INDIAN LABORATORY**

NAME:

POSITION TITLE:

DATE OF BIRTH:

EDUCATION:

Institution and Location	Degree	Year	Field of Study
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ROLE IN THE PROJECT:

EXPERTISE AND CONTRIBUTION TO PROJECT:

RESEARCH AND PROFESSIONAL EXPERIENCE:

EVIDENCE OF RESEARCH IMPACT AND CONTRIBUTIONS TO THE FIELD:

CAREER BEST AND MOST RELEVANT PUBLICATIONS AND PATENTS:

### **AUSTRALIAN LABORATORY:**

NAME:

POSITION TITLE:

EDUCATION:

Institution and Location	Degree	Year	Field of study
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ROLE IN THE PROJECT:

EXPERTISE AND CONTRIBUTION TO PROJECT:

RESEARCH AND PROFESSIONAL EXPERIENCE:

EVIDENCE OF RESEARCH IMPACT AND CONTRIBUTIONS TO THE FIELD:

CAREER BEST AND MOST RELEVANT PUBLICATIONS AND PATENTS:

**X. NAMES OF 5 REFERRES WHO ARE EXPERT IN THE PRIORITY AREA UNDER WHICH THE PROPOSAL IS BEING SUBMITTED**

S.No.	Name of the Referee	Institute	Contact details with email ID
1.			
2.			
3.			
4.			
5.			

## XI. ASSESSMENT CRITERIA AND REQUIRED RESPONSE

*Note: Do not use technical jargon or refer to other sources such as websites for additional information. Acronyms or abbreviations should be spelt out in the first instance.*

NOTE: All fields are mandatory	Response
<p><b><u>Assessment Criterion A</u></b> <b><u>(30% of weighting)</u></b></p> <p>The scientific merit of the proposed research, including the potential of the anticipated outcomes to advance the knowledge base of the discipline; and its likely scientific impact.</p>	<p>Supporting documentation must be provided in support of this criterion:</p> <p>✓ A written proposal (no more than 10 A4 pages of Times New Roman, 11-point type), demonstrating the scientific merit of the research collaboration and addressing the headings below. The information contained in the proposal must be consistent with that which is provided to the Indian Government by the Indian collaborator.</p> <p>✓ A letter from the Australian collaborator indicating that the proposal is jointly prepared and that the Indian collaborator agrees with the technical merit of the proposal and agrees to submit an equivalent proposal to the Australian Government.</p> <p><b>POINTS TO BE ADDRESSED IN THE WRITTEN PROPOSAL:</b></p> <p><b>NOTE: Proposal title:</b> Use the same title as the title in the Project Details page of the online application form. <b>The proposal title must be identical in both the Australian and Indian applications.</b></p> <p><b>A1. Aims and background:</b> Describe the aims of the proposed research collaboration in the context of recent international progress in the field of research, detailing how it will relate to, and benefit, work in the field. Refer only to papers that are available to national and international research communities. <b>(List the specific objectives of the proposal).</b></p> <p><b>A2. Significance and Innovation:</b> Describe</p> <ul style="list-style-type: none"> <li>■ how the proposed activity is significant;</li> <li>■ the need for the proposed activity to address an important problem; and</li> <li>■ how the anticipated outcomes will advance the knowledge base of the discipline and/or address the problem.</li> </ul> <p><b>A3. Approach and methodology:</b> Outline the conceptual framework, design and methods, and demonstrate that these are adequately developed, well integrated and appropriate to the aims of the proposed research collaboration.</p> <p><b>A4. Roles and research capability of personnel:</b></p> <p>Summarise:</p> <ul style="list-style-type: none"> <li>■ the role, responsibilities and contributions of each Chief Investigator/Principle Investigator, Fellow and Partner Investigator, including the proportion of their time each will spend on this activity;</li> <li>■ the leading-edge research capability of the project's Indian and Australian partners which must be demonstrated by evidence of their academic awards and citations as contained in the submitted CVs, and/or other measures of research or innovation excellence (limit 300 words); and</li> <li>■ the roles and levels of involvement of other participants, such as technical staff, including the division of work between Indian and Australian investigators.</li> </ul> <p><b>A5. References cited:</b> Include a list of all references/documents cited in support of claims made against Criterion A, within the page limit of 10 A4 pages.</p> <p><b>A6. If End user is involved,</b> describe how the project will use the research for either commercial or public good and how the 'end user' partner will be actively involved in the project. <b>(A letter of support from the proposed end user demonstrating their involvement in the project is required).</b></p>

NOTE: All fields are mandatory	Response
<p><b><u>Assessment Criterion B</u></b> <b><u>(30% of weighting)</u></b></p> <p>✓ <b>The ability of the project to maximize the application and commercialization research outcomes and contribute economic growth in India and Australia</b></p>	<p><b>Please provide:</b></p> <ul style="list-style-type: none"> <li>Expected outcomes and benefits resulting from the collaboration: Describe the expected outcomes and the likely impact of the proposed research collaboration including the possible tangible benefits for the two sides, including:</li> <li>how the research collaboration might result in economic, environmental and/or social benefits for India and/or Australia; and</li> <li>how consortium members will ensure they collaborate effectively over the course of the project.</li> <li>the relevance of the Project to industry or other end-user partners which will benefit India;</li> <li>demonstrate a clear path to end use in support of economic growth and development in India and Australia, including the application and commercialisation of research outcomes; and</li> <li>explain how the long-term benefits of the Project outcomes will be sustained beyond the term of funding.</li> <li>Details of governance arrangements, including intellectual property (IP) provisions. Provide details of governance arrangements, including use of intellectual property (IP), the proposed ownership of IP generated by the project and strategies for protecting India's interests.</li> <li> <div style="background-color: yellow; width: 15px; height: 10px; display: inline-block; margin-right: 5px;"></div>           Demonstrate that you have thought about and planned the governance of the project and that set arrangements have been organized around the use of IP. For example a well-structured response will include more than one sentence stating that the Organisation's IP procedures will be followed. Outline how these will be applied in your application and make it clear to the assessors that a sound governance structure is in place. Please attach an agreement signed by Indian and Australian applicants in this regard.         </li> </ul>
<p><b><u>Assessment Criterion C</u></b> <b><u>(30% of weighting)</u></b></p> <ul style="list-style-type: none"> <li><b>Project plan and budget detailing project milestones, including milestone activities, expected outcomes, performance indicators, and an itemized budget for achieving each milestone</b></li> </ul> <p>To satisfy this criterion, applicants must complete the Project Plan and Budget pages of the application form.</p> <p><i>The following documentation must be provided in support of this criterion:</i></p> <p>✓ <b>Project plan – a written Proposal (no more than 5 A4 pages of Times New Roman, 12-point type) and Budget (using the template provided on the online application form).</b></p>	<p><b>POINTS TO BE ADDRESSED:</b></p> <ul style="list-style-type: none"> <li><i>Your project plan should be presented as a mature research plan ready for implementation, leading towards the overall project objectives, include proposed timelines and milestones. It will form the basis of the funding agreement between the Indian Government and successful applicants.</i></li> <li><i>The indicative budgets for both the Indian and Australian partners should detail eligible expenses for which IABF funding is sought from the Indian Government and should clearly detail in-kind contributions.</i></li> </ul>

NOTE: All fields are mandatory	Response
<p><b><u>Assessment Criterion D</u></b> <b><u>(10% of weighting)</u></b></p> <ul style="list-style-type: none"> <li>• <b>Level of support for the collaborative research project from Indian and Australian organisations (including the applicant's own organisation)</b></li> </ul> <p><i>Supporting documentation must be provided against this criterion:</i></p> <ul style="list-style-type: none"> <li>➤ Letter of support from the applying organisation and any other Australian partner organisations, demonstrating and clearly articulating the organisation's financial support (cash and/or in-kind) for the project and commitment to engage in the research collaboration.</li> <li>➤ Letter of support from the Indian partner organisation and any other international partner organisations, demonstrating and clearly articulating the organisation's financial support (cash and/or in-kind) and commitment to engage in the research collaboration.</li> <li>➤ A letter of support from 'end user' partner, demonstrating and clearly articulating the organisation's commitment to actively engage in the research collaboration. The letter must be prepared on official letterhead and be signed by a person who is authorised to commit such support.</li> <li>➤ Supplied letters must be prepared on official letterhead and be signed by a person who is authorised to commit such support.</li> </ul>	<p><b>POINTS TO BE ADDRESSED:</b></p> <ul style="list-style-type: none"> <li>➤ This requires the applicant to demonstrate in no more than 300 words the level of support for the collaborative research project from Indian and Australian partners (including the applicant's own organisation).</li> <li>➤ Supporting documentation must be provided to confirm and demonstrate claims. Support for the project may encompass either a financial commitment or an in-kind commitment.</li> <li>➤ In-kind costs must be directly related to costs of delivering the activities of the project and can include salaries of staff for the time they are involved and other costs incurred for the duration of the activity.</li> <li>➤ Supporting documentation may include, but is not limited to, letters demonstrating and clearly articulating an organisation's support for the project, be it financial, in-kind or through a collaborative research arrangement.</li> <li>➤ An Indian organisation can include, though is not limited to industry body/bodies, state governments, Indian universities, Autonomous research Indian institutes and/or non-government sources.</li> <li>➤ An 'end user' partner organisation can be either domestic or international and may include for-profit industry bodies and companies, not-for-profit organisations, non-government organisations and public sector agencies</li> </ul>