# PROFORMA – I

**Proforma for submission of joint project proposals under DBT- Innovation**

(To be filled by the Indian applicants)

1. Name of the Institute/University/Organisation submitting the Project Proposal :
 ..........................................................................................................................……………….

..........………………………………………………………………………………………...... ..............................…………………………………………...........……................…………..
……………………………………...........…………………………………………................

2. State: .................................

3. Status of the Institute (Govt. organization/ NGO/Private etc):

.......................................................................

*(Please see Annexure-I)*

4. Name and designation of the Executive Authority of the Institute/University forwarding the application : ......................................................................................................................

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..............................................................………………………………………………….

5. Project Title :...............................................................................................................

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Acronym……………………………………………………………………………………

6. Research Field of cooperation:…………………………………………………………

7. Duration : ..................................... Years.................................. Months

8. Total Cost:

 8.1 Total Cost for Indian Side (Rs.) .............................................

 8.2 Total Cost for Danish Side (Euro)……………………………

9. Project Coordinator Details:

 9.1 Name of Project Coordinator from Indian Side: ......................................................

 Affiliation : ............................................................................................................

 Address :......................................................................................................………

 .............................................................................................................................…………...

 Tel.No……………………….. Email:……………………

9.2 Name of Project Coordinator from Danish Side: .................................................................

Affiliation ........................................................................................................................

Address .....................................................................................................………………

.............................................................................................................................

Tel.No……………………….. Email:……………………

10. Summary of the joint project proposal (Not to exceed one page)

### PART II: PARTICULARS OF INVESTIGATORS (Indian and Denmark Side)

(*One or more co-investigators are preferred in every project. Inclusion of co-investigator(s) is mandatory for investigators retiring before completion of the project*)

Principal Investigator:

11. Name:........................................................................................................................................

Date of Birth: ............................................................... Sex (M/F): ..................... ...................

Designation:............................................................................................................……..........

Department:............................................................................................................……...........

Institute/University:..................................................................................................................

Address:............................................................................................................………............

...................................…………………………………………………PIN:...........................

Telephone: .......................... Fax:........……………….....E-mail:............................…............

Number of research projects being handled at present:.............................................................

## Co-Investigator

12. Name: .......................................................................................................................................

Date of Birth : .................................................................Sex (M/F) : .....................................

Designation : ............................................................................................................................

Department : ...........................................................................……………………………….

Institute/University: ................................................................................................................

Address : ...............................................................................……………..............................

....................................…………………………………………………PIN : .......................

Telephone : .......................... Fax:.....................…………E-mail : ……………………........

Number of Research projects being handled at present: .........................................................

## Co-Investigator

13. Name : ....................................................................................................…………….............

Date of Birth : ................................................................ Sex(M/F) : ......................................

Designation : ...........................................................................................................................

Department : ..........................................................................................................…………..

Institute/University : ...............................................................................................................

Address : ………….................................................................................................................

.........................……………………………………………....... PIN : .........…......................

Telephone : .................…......... Fax ..............…............. E-mail : ..………............................

Number of Research projects being handled at present:..............................................................

***Note*** *: Use separate page, if more investigators are involved*

## PART III : TECHNICAL DETAILS OF PROJECT

*(Under the following heads on separate sheets)*

14. Aim of the project

*(Give a short description of the specific aim and objectives of the project.)*

15. Unmet Need

*(Why do you want to make the project a joint Indo-Danish project ? How the proposed collaboration brings added value for both countries ?)*

16. State-of-the-art

*(Current status of research and development in the subject at national and international level)*

17. Strategic relevance of the project

18. Project Description / Work Plan

*(Clearly specifying roles & responsibilities of each partner)*

19. Technology Readiness Levels *(If relevant)*

20. Societal Readiness Levels *(If relevant)*

21.Risk Management Strategy

*(If the proposed experimental design or method does not work what is the alternate strategy)*

22. Legal ethical regulatory demands *(If relevant)*

23. Value creation – growth and employment

*(Describe the expected value creation from the project, and how it will be created over time)*

24. Project outcome beneficiaries/ recipients

*(Who will benefit directly or indirectly from the project outcomes)*

25. Implementation

*(Explain how results of the project will be implemented e.g. how they will be brought to market or implemented into society)*

26. Intellectual property rights (If relevant)

*(If relevant, describe how project results shouldbe protected)*

27. Governance and Leadership

*(A steering committee with representatives from various partners and endusers should be set up.*

*Proposed project leaders qualifications to lead the project should be clearly defined.)*

28. Timelines for the Indian Applicant: (Please provide quantifiable outputs)

|  |  |
| --- | --- |
| Period of study | Achievable targets |
| 6 Months |  |
| 12 Months |  |
| 18 Months |  |
| 24 Months |  |
| 30 Months |  |
| 36 Months |  |

PART IV: BUDGET PARTICULARS

 ***Summary of India costs****: Please give the total cost (in Indian Rupees) of Indian component*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Head** | **Year 1** | **Year 2** | **Year 3** | **Total** |
| **A. Non-recurring** |  |  |  |  |
| **1. Equipment‘s** |  |  |  |  |
| **Total A** |  |  |  |  |
| **B. Recurring** |  |  |  |  |
| **1. Consumables** |  |  |  |  |
| **2. Manpower (Studentship and fellowships for PhD and post doctoral students/experts/helpers etc.)** |  |  |  |  |
| **3. Travel #****a. Domestic****b. International travel** **c.Local hospitality for visiting scientist** |  |  |  |  |
| **4. Review meeting**  |  |  |  |  |
| **5. Contingency** |  |  |  |  |
| **6. Overheads** |  |  |  |  |
| **7. Outsourcing** |  |  |  |  |
| **8. Other expenses (Specify)** |  |  |  |  |
| **TOTAL-B (1+2+3+4+5+6+7+8)** |  |  |  |  |
| **TOTAL (A+B)** |  |  |  |  |

**Note : Please give justification for each head and sub-head separately mentioned in the above table**.

Financial Year : April - March

In case of multi-institutional project, the budget estimate to be given separately for each institution.

Academia and Industry can factor in additional sub heads under recurring expenditure. Industry is required to provide in the matching grant provided by Industry in the same budget head.

**# Number of exchange visits required to achieve the project objectives (Year wise)**

|  |  |  |
| --- | --- | --- |
|  | **India to Denmark** | **Denmark to India** |
|  | **Number of person x visits** | **Duration for each person’s visit** | **Number of persons x visits**  | **Duration for each person’s visit** |
| **1st Year** |  |  |  |  |
| **2nd Year** |  |  |  |  |
| **3rd Year** |  |  |  |  |

### PART V : EXISTING FACILITIES

Resources and additional information

1. Laboratory:
	1. Manpower
	2. Equipments
2. Other resources such as clinical material, animal house facility, glass house. Experimental garden, pilot plant facility etc.

**PART VI: PROFORMA FOR BIOGRAPHICAL SKETCH OF INVESTIGATORS**

Provide the following information for the key personnel in the order listed on PART II.
Follow this format for each person.  **DO NOT EXCEED THREE PAGES**

Name : .......…………………………………………................................................................
Designation :………………………………………………......................................................

Department/Institute/University : ..............................................................................................

Date of Birth : .................................. Sex (M/F) ............................... SC/ST : .........................

**Education** (Post-Graduation onwards & Professional Career)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl No. | InstitutionPlace | DegreeAwarded | Year | Field of Study |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

#### Position and Honors

##### Position and Employment (Starting with the most recent employment)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl No. | Institution Place | Position | From (Date) | To (date) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

##### Honors/Awards

##### Professional Experience and Training relevant to the Project

**B. Publications** (Numbers only) .................

Books : .................... Research Papers, Reports : ................General articles :...........................

Patents : .........................Others (Please specify) :..............................................................

**Selected peer-reviewed publications (Ten best publications in chronological order)**

#### Research Support

##### Ongoing Research Projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl No. | Title of Project | Funding Agency | Amount | Date of sanction and Duration |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

#### Completed Research Projects (State only major projects of last 3 years)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl No. | Title of Project | Funding Agency | Amount | Date of completion |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

Place : Signature of Investigator
Date :

## PART VI: DECLARATION/CERTIFICATION (for Indian Researchers)

It is certified that

1. The research work proposed in the scheme/project entitled **"[Project Title]"** does not in any way duplicate the work already done or being carried out elsewhere on the subject.
2. The same project proposal has not been submitted to any other agency for financial support.
3. The emoluments proposed for the manpower are as admissible to persons of corresponding status employed in the institute/university or as per the Ministry of Science & Technology guidelines.
4. Necessary provision for the scheme/project will be made in the Institute/ University/ Organization budget in anticipation of the sanction of the scheme/project.
5. If the project involves the utilization of genetically engineered organisms, we agree to submit an application through our Institutional Bio safety Committee. We also declare that while conducting experiments, the Bio safety Guidelines of the Department of Biotechnology would be followed into.
6. If the project involves field trials/experiments/exchange of specimens, etc. we 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.
7. If the Project requires any statutory permission(s) for any authority to carry out the project, the same would be obtained and intimated to DBT before taking up research activities.
8. 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 instructions issued by Department of Biotechnology, Govt. Of India.
9. We agree to accept the terms and conditions of Department of Biotechnology, Govt. Of India.
10. 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) throughout the duration of the project.
11. The Principal Investigator(s) involved in the project has sufficient service duration to carry out the project. In case his tenure get expire before completion of project necessary provision would be made to allow him to complete the project for its logical conclusion.
12. The Institute assumes to undertake the financial and other management responsibilities of the project.
13. The details & information given in the Project proposal are true & factual.

**Signature of Project Coordinator** **Signature of Executive Authority**(applicable only for multi-institutional projects) **of Institute/University with seal**

**Date : Date :**

**Signature of Principal Investigator :**

**Date :**

## Signature of Co-Investigator Signature of Co-Investigator

**Date : Date :**

**Appendix D – Joint application to bilateral projects**

|  |  |
| --- | --- |
| **Project title English** **(If available also in the national language)**  | *[Please write here]* |
| **Project acronym**  | *[Please write here]* |
| **Project period** | *[Please write here]* |
| **Major R&D content, target and reasons for cooperation****(Maximum 3 pages)** | **Joint project description for the bilateral activities for all partners in the project*** Aim (What will you achieve with the project?)
* Unmet Need (Why do you want to make the project as a joint Chinese Danish project?)
* State-of-the-art
* Relevance of the project
* Work Plan
* Risk Management
* Legal, ethical or regulatory demands
* Value creation - growth and employment
* Project outcome recipients
* Implementation
* Intellectual Property Rights
 |

**Project partners funded by Denmark**

|  |  |  |
| --- | --- | --- |
| **Partner 1** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |

|  |  |  |
| --- | --- | --- |
| **Partner 2** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |

|  |  |  |
| --- | --- | --- |
| **Partner 3** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |

|  |  |  |
| --- | --- | --- |
| **Partner 4** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |

**Project partners funded by India**

|  |  |  |
| --- | --- | --- |
| **Partner 1** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |

|  |  |  |
| --- | --- | --- |
| **Partner 2** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |

|  |  |  |
| --- | --- | --- |
| **Partner 3** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |

|  |  |  |
| --- | --- | --- |
| **Partner 4** | **Title of organisation:** | *[Please write here]* |
| **Address:** | *[Please write here]* |
| **Zip code:** | *[Please write here]* |
| **Country** | *[Please write here]* |
| **Contact person:** | *[Please write here]* |
| **Title:** | *[Please write here]* |
| **Mail:** | *[Please write here]* |
| **Partner budget in $** | *[Please write here]* |