

GOVERNMENT OF MANIPUR
DIRECTORATE OF SCIENCE & TECHNOLOGY AND I.T.

OLD LAMBULANE, IMPHAL – 795 001
Phone : 0385-2451816, 2454929; email : dstmanipur@nic.in

N O T I C E

Imphal, the 16th October,2008.

No.57/2/2008 (R&D)-DST&IT: Under the Research and Development Scheme of the Department, financial support is provided to experts, scientists etc. for taking up projects with inputs of Science and Technology to contribute to the Socio-Economic development of the people of Manipur.

1. Applications in the prescribed format for funding of projects during 2008-09 under the **R&D Scheme** of this Department are invited from Scientists, Engineers, Doctors etc. from
 - Recognized Universities, Medical, Engineering, Agricultural and R&D Institutions.
 - Govt. Deptts./Institutions and Government undertaking organizations having essential basic facilities for carrying out the projects .
2. The proposed projects shall be
 - Short term and result oriented of applied nature (Purely academic projects are not supported).
 - Aimed at filling of critical gaps or resolution of problems in Agriculture, Industry, Energy, Natural Resources, Environment etc., and
 - Related to some local problems of Manipur and having significant S&T component.
3. The components of grants shall be;
 - i) Honoraria of 1(one) Research personnel, ii) Consumables, iii) Travel and iv) Contingencies. The grant will normally be between Rs 0.50 to 1.00 lakh only.

Purchase of furniture, Laboratory Equipments, Vehicles Computers etc. are not allowed out of the grant. Permanent equipment may be considered only in exceptional cases.
4. Project duration shall normally be of 6(six) to 12(twelve) months only and projects of longer duration may be considered only in exceptional cases.
5. The Project proposals shall be evaluated by a Committee of Experts. The Investigators may be required to make a short presentation to the Committee of Experts for interactive discussion and appreciation of the proposal. The Investigators may also be asked to present their findings at the Seminar/Workshop arranged by this Department after completion of project, if any. Other details can be seen from this office.
6. Last date of receipt of applications in the prescribed format is **3rd November, 2008**. The guidelines of the project under R & D Scheme of the Deptt. and the prescribed format may be downloaded from the Manipur Govt. Website www.manipur.nic.in

(Uttam C. Laisram)
DIRECTOR

Copy to:-

1. The Commissioner (S&Tand IT), Govt. of Manipur.
2. The Registrar, Central Agricultural University, Iroisemba.
3. The Director, Regional Institute of Medical Science, Lamphel.
4. The Registrar, Manipur University, Canchipur.
5. The Director, DOEACC Centre, Akampat, Imphal.
6. The Director, (Higher & Technical Education), Govt. of Manipur.
7. The Joint Director, ICAR, Lamphelpat.
8. The State Informatics Officer ,National Informatics Centre,
Manipur State Unit, Imphal,
-with a request to kindly publish this Notice along with the
Guidelines & prescribed format on www.manipur.nic.in
9. DST Notice Board.

GOVERNMENT OF MANIPUR
DIRECTORATE OF SCIENCE & TECHNOLOGY AND I.T.
OLD LAMBULANE, IMPHAL – 795 001

RESEARCH PROJECTS UNDER R & D SCHEME
(SCIENCE & TECHNOLOGY PROGRAMME)

TERMS AND CONDITIONS

1. Funds released for the Projects is for the specific project sanctioned and should be exclusively spent on the project. Any unspent part of the sanctioned amount should be returned/surrendered to the Deptt. of Science & Technology (DST), Govt. of Manipur.
2. Funds are not released directly to the Investigators, but only through the Institute/ Organisation.
3. DST reserves the right to terminate the grant at any stage if it is convinced that the grant has not been properly utilized OR, appropriate progress is not being made.
4. The Investigators shall furnish brief quarterly progress reports, detailed annual reports (for projects with duration of more than one year) and Final Project Report to DST on completion of the project along with utilization certificate in GFR -19A format and statement of expenditures.
5. The Final Project Report shall be submitted to DST within 2(two) months from the Project Completion date. Projects shall be deemed to start after one month from the date of release of funds to the Institute, for the purpose of calculating the Project Completion date.
6. In case of delay by DST in release of Project funds after conveying sanction, the Investigators are allowed to start the Project from the date of sanction of the project, and adjust the expenditure after receipt of the project funds.
7. The Investigators shall refund the full sanctioned project cost if the Final project report is not submitted to DST within 6(six) months of the project completion date.
8. The Final Project Report shall be submitted to DST in 5 (five) copies in the prescribed format in bound form and also a soft copy in CD-ROM in MS Word format , which may be used for uploading to the Internet website.

GUIDELINES AND
FORMAT FOR SUBMISSION OF
PROJECT PROPOSALS

**RESEARCH AND DEVELOPMENT
SCHEME
2008-09**

**GOVERNMENT OF MANIPUR
DEPARTMENT OF SCIENCE & TECHNOLOGY AND IT**

OLD LAMBULANE, IMPHAL-795001

Phone : 0385-2451816, 2454929; email : dstmanipur@nic.in

PROJECTS UNDER R&D SCHEME OF S&T DEPARTMENT **GUIDELINES FOR SUBMISSION OF R&D PROJECT PROPOSALS**

INTRODUCTION:

Science and Technology plays a vital role in the development strategy of various sections of the society. The Deptt. of Science & Technology and IT, Govt. of Manipur, provides financial support to motivate scientific and Technical experts to take up R&D Projects with inputs of Science and Technology to contribute to the Socio-economic development of the people of Manipur.

OBJECTIVES OF THE SCHEME:

1. To promote research, development and adaptation of Science and Technology for improving quality of life.
2. To motivate scientists and experts for supplying of their knowledge and expertise to the problems of the people for socio-economic development in Manipur.

WHO CAN SUBMIT A PROPOSAL:

Scientists, Engineers, Doctors etc. belonging to :

- Recognised Universities, Medical, Engineering, Agricultural and Technical Institutions.
- Recognised R&D Institutions
- Govt. Deptts. & Govt. undertakings having essential basic facilities for carrying out the project.

AREAS OF SUPPORT :

Applied short-term, result-Oriented Research, Development and Engineering Projects for filling critical gaps or resolution of problems in Agriculture, Industry, Energy, Natural Resources, Health etc. related to some local problems of Manipur.

Projects should be on applied aspects of the problems and may be of single or multi-disciplinary nature, but should have significant Science and Technology component.

Projects which are essentially of academic nature will not be supported.

WHEN AND HOW TO SUBMIT A PROPOSAL :

The proposal can be submitted as per DST & IT notification, which is normally issued around October every year. The proposal shall be in prescribed format only.

COMPONENTS OF GRANT :

Honoraria of the research personnel, consumables, travel and contingencies are provided.

ITEMS NOT ALLOWED OUT OF THE GRANT/RESTRICTIONS :

- Purchase of furniture, Laboratory equipments, vehicles etc. are not allowed out of grant. Permanent equipments may be considered only in exceptional cases.
- Projects on pure Sciences and those which are primarily of academic interest shall not be supported.
- The Project should not be drawn to obtain a few research fellows who may work towards Ph.D. Degree, since opportunities or such fellowship are available under separate programme.
- Project duration shall normally be of 6(six) to 12(twelve) months only, and projects of longer duration may be considered only in exceptional cases.

OPERATION OF THE SCHEME :

Project proposals are evaluated by a Committee of Experts. The Investigators may be required to make a short presentation to the Committee of Experts on proposal, for interactive discussion and appreciation of the proposal. The Investigators may also be asked to present their findings at the Seminar/Workshop arranged by this Deptt. after completion of the project.

CONTACT ADDRESS :

The Director,
Directorate of Science & Technology and IT,
Government of Manipur
Old Lambulane, Imphal – 795 001.
e-mail : dstmanipur @.nic.in
Telephones : 2451816, 2454929, 2454930.

THRUST AREAS FOR R&D SCHEME

THRUST AREAS :

To direct the efforts of experts, the following priority areas with the objective of Socio-Economic Development have been identified.

1. Energy related technologies including those for Renewable/Non-Conventional Sources, and Energy Conservation aspects with due weightage to domestic/local availability base.
2. Conservation of land, water and energy resources and their integrate management for sustainable development, leading to higher efficiencies in utilisation.
3. Local-specific requirements of exclusive concern to Manipur such as those based on Natural Resources and indigenous.
4. Extensive and intensive mapping and exploration of natural resources as well as estimation of reserves for optimal utilisation of such resources.
5. The necessity of protecting vast sections of people against natural hazards like Earthquakes, Cyclones, Draughts and Floods.
6. Agriculture, allied services and agro-based industries.
7. Technologies and practices for provision for maintenance of health services, as well as leading to development of new drugs, medical devices and instrumentation, improved practices etc.
8. Technologies and practices related to betterment of infrastructural facilities like; Transport, communication, drinking water, irrigation and housing.
9. Areas which are relevant to a hold range of modern systems like materials development, bio-technology, electronics and communication, with emphasis on new product and system designed.
10. Speedily enlarging areas of recognized strength like software.
11. R&D in Medical Sciences and relevant applications for benefit of the people.

**UTILISATION CERTIFICATE
(DST&IT FORMAT)**

(To be sent in duplicate to DST&IT, Manipur)

(For the period From : _____ to _____)

1. Title of the Project/Scheme :
2. Name of the Organisation :
3. Principal Investigator :
4. DSTIT Letter No. & Date : _____
sanctioning the project : _____

5. Amount brought forward from the previous financial year quoting DSTIT Letter No. & date in which the Authority to carry forward the said Amount was given : Rs. _____

6. Amount received from DSTIT during the financial year (Please give No. & dates of sanctions showing the amounts paid) Letter No. _____
dated . _____
Rs. _____

7. Total amount that was available for expenditure during the financial year (Sl.No. 5 & 6) Rs. _____

8. Actual expenditure (excluding commitments) incurred during the financial year : Rs. _____

9. Unspent balance refunded if any, (please give details of Cheque No. etc.) Rs. _____

10. Balance amount available at the end of financial year (7-(8+9) Rs. _____

11. Amount allowed to be carried forward to the next financial year vide Letter No. & date : Rs. _____

Certified that the expenditure of Rs. _____ mentioned against Col.8 was actually incurred on the project scheme for the purpose for which it was sanctioned.

Signature of P.I.

Signature of DDO/
Accounts Officer

Signature of the
Head of
Organisation.

Date : (Accepted and Countersigned)

**RESEARCH PROJECT FORMAT
APPLICATION FOR FUNDING OF RESEARCH PROJECT**

To,

The Director (Science & Technology and IT),
Government of Manipur.

Ref:- DST&IT Notice No. _____ Dtd. _____

Sir,

I/we would like to take up a short term, result-oriented Research Project with the following title:

Project title : _____

I/We Certify that :

1. I/We agree to abide the terms and conditions of the DST& IT Grant.
2. I/We did not submit this or a similar project proposal to elsewhere for financial support.
3. I/We have explored and ensured that the equipment and basic facilities will actually be available as and when required for the purpose of the project.
4. I/We agree to the refund of the full sanctioned project cost if the project is not completed at stipulated time and the final project report is not submitted to DST&IT within 2(two) months from the project completion date.

The following documents are enclosed :

Two copies of the project proposal synopsis consisting of :

- a) This application letter.
 - b) Endorsement from the Head of Institution (on letter head)
 - c) Details of the proposal in formats part 1 to 5.
- b) Nine additional copies of part 2(summary of project)

Signature of the Investigators.

Date : 1)

Place : 2)

**RESEARCH PROJECT FORMAT
ENDORSEMENT FROM THE HEAD OF INSTITUTION**

(To be given on office letter head)

Project title : _____

1. Certified that this institute welcome participation
Dr/Shri/Smt. _____ Principal
Investigator and Dr./Shri /Smt. _____

_____ as the co-investigator for
the Project and that in the unforeseen event of discontinuance, the Principal
Investigator and Co-Investigator will assume responsibility of fruitful completion of the
project.

2. Certified that the equipment, other basic facilities and such other administrative
facilities needed for undertaking the project are available at this Institute, and these will
be extended to the Investigator(s) throughout the duration of the project.

3. This institute assumes to undertake the financial and other management
responsibilities of the project. The Demand Draft/Banker's Cheque for the sanctioned
project cost shall be released to the Institution in favour of

4. This institute agrees to refund in full the project cost by deduction from the
salaries of the Investigator on demand from DST&IT, if the final project report is not
submitted within the two months of the project completion date.

Date :

Place :

Signature & name of the Head of
Institution with Seal.

RESEARCH PROJECT FORMAT

PART 1 : Identification

(Please note that incomplete proposals will not be considered)

1. Project Title

2. Scheme applied for
a) Research & Development
3. Project applied under the DST&IT Thrust Area of :- _____
(From notified list only)
4. Project duration _____ (months)
5. Total project cost : Rs. _____
6. Principal Investigator
 - Name
 - Designation
 - Department
 - Organisation
 - Address the correspondence
 - Telephone No. (Office & Res./ Mobile)
 - Date of birth
7. Co-Investigator.
 - Name
 - Designation
 - Department
 - Organisation
 - Address for correspondence
 - Telephone No. (Office & Res/ Mobile.).
 - Date of Birth

R & D PROJECT FORMAT
Part 2 : SUMMARY OF PROJECT

(Please fit into one Page only. Submit 9 – extra copies)

1. Project Title :
2. Principal Investigator :
3. Institution :
4. Project objectives :
5. Work plan/Methodology :
6. Nature of outcome of the Project :
7. Relevance of the project outcome to socio-environment/economic development of the people of Manipur.
8. Budget details :

Signature & Name :

RESEARCH PROJECT FORMAT

Part – 3 : TECHNICAL DETAILS

(Details may be attached as Annexures)

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1. Introduction : at Annexure
 - 1.1. Origin of the Proposal
 - 1.2. Definition of the project
 - 1.3. Objectives of the project
 - 1.4. Science Technology content of the proposal
 - 1.5. Importance of the proposal with reference to Manipur.
 2. Review status of the subject : at Annexure
 - 2.1. International status
 - 2.2. National status
 - 2.3. Importance of the project in the context of current status
 3. Capability of the Organisation at Annexure
 - 3.1. Specialists consulted/ to be consulted
 - 3.2. Expertise available with the Investigating group
 - 3.3. List of on going and completed projects of this group with the following details :

Title of the project	Year of start & completion	Project cost	Name of sponsoring Organisation
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4. Workplan : :at Annexure
 - 4.1. Methodology and experimental set-up to be adopted
 - 4.2. Materials and date to be collected and examined
 - 4.3. Method of analysis and conclusion
 - 4.4. Time schedule of activities giving milestones

5. Outcome and Assessment : :at Annexure -----
- 5.1 Nature of outcome of the project
- 5.2 Anticipated contribution from the project towards increasing the state and knowledge on the subject.
- 5.3 Proposed academic benefits from the project in terms of number of research publications and manpower trained.
- 5.4 Anticipated practical benefits resulting from the outcome/financings of the project.
- 5.5 Anticipated practical benefits which are relevant particularly to the socio-economic development of the people of Manipur.
- 5.6 Names and addresses of experts/ institutions interested in the project outcome of the project.

**RESEARCH PROJECT FORMAT
PART – 4 – BUDGET ESTIMATES**

1. TOTAL BUDGET : (In Rupees)

Item	Budget 1st Year	2 nd Year	Total
A. Recurring			
1. Honoraria/Wages			
2. Consumables			
3. Travel			
4. Other Costs./contingencies			
B. Equipment (normally not supported)			
Grand total (A+B)			

2. DETAILS OF THE HONORARIA/WAGES

Designation	Qualifications	Monthly Wages	No. of Months to be engaged
Full time			
Part time			
Total			

3. JUSTIFICATION : Please give justification for budget items

RESEARCH PROJECT FORMAT

Part 5 : BIODATA OF INVESTIGATORS

A. Name :

B. Date of Birth :

C. Institution :

D. Whether belongs to SC/ST :.....

E. Academic and professional career :

Academic Career :

Professional career :

F. Title of Doctoral thesis :

G. Award/Prize/Certificate etc. won by the Investigator :

.....

H. Publications

Books : Nos.

Research Papers, Reports :Nos.

General articles : Nos.

I. List of completed and on-going Projects during the last five years :

SI.No. Title of project/study Duration Total Funding
From To cost cost Agency

J. Project submitted for funding :

SI.No. Title of the Project Name of Organisation Status
applied to

PROJECT FORMAT
FINAL PROJECT REPORT

(Five copies of the report and softcopy in CDROM in MS Word format are to be submitted on completion of the project)

A. FIRST PAGE :

1. Project Title
2. Name & Designation of Principal Investigator
3. Project Serial Number (as per DST Sanction Order)
4. DST Sanction Order No. and date.
5. Sanctioned Project cost and duration.
6. Actual Project cost and duration.
7. Date of Project start and completion
8. Project Funding Agency.
9. Signature of the Investigators.

B. PROJECT REPORT CONTENTS :

1. Project proposal details as per formats PART 1 to PART 5
2. Deviations made from original objectives, if any, while implementing the project, and reasons thereof.
3. Details of the project work. This should include full details of the Experimental set-up, Methodology adopted, Materials and Data collected and examined, Data collection format/questionnaire etc. It should be supported by tables, charts, drawing, maps, photographs etc.
4. Outcome of the Project :
5. Analysis of Results. This should indicate contributions made towards increasing the state and knowledge on the subject.
6. Conclusion, summarizing the achievements and indicating scope of future work.
7. Benefits accorded from the Project :

a) Academic benefits :

1) List of Research Publication- indicating Authors, Title of paper, Name of Journal, Volume, Page, Year.

2) Scientific manpower trained, indicating Names with qualifications and dates.

3) Non-Scientific manpower trained, indicating Names and dates.

b) Contributions towards socio-economic development :

1) Practical benefits resulting from the project outcome.

2) Specific benefits, if any, to the people of Manipur.

3) Patents taken/proposed, if any.

8. UTILISATION CERTIFICATE :

To be furnished in standard DST&IT format.
