

Government of Rajasthan

Department of Science and Technology

CENTRES OF EXCELLENCE IN AREAS OF BIOTECHNOLOGY

The Department of **Science and Technology (DST)** invites applications for support of centers, known as DST "Centre of Excellence" in Biotechnology. These centre grants will provide funding to augment and strengthen institutional research capacity in specific areas of biotechnology. They are intended for institutions with a substantial investment in and, commitment to, biotechnology research.

The Endeavour

The specific goal of this scheme to enhance the innovative ability of the institutions with well-developed research programmes in specific areas of biotechnology through flexible support to: (i) expand scientist density and develop faculty research capability, and (ii) enhance research infrastructure and (iii) pursue ambitious goals by facilitating longer term funding.

Each application must have a thematic focus and employ a multi- disciplinary approach for research in the specific theme.

Eligibility

The following criteria apply:

- (a) The applicant must be an investigator working in a permanent capacity at Indian institutions only with in state dealing with life sciences / biotechnology
- (b) He / She must have at least 5-6 years of regular service still remaining at the institution where the current work is proposed.
- (c) He / She must have a proven track record of knowledge and expertise central to the thematic focus of the Centre as evidenced by peer-review, publications, patents etc.
- (d) Research Institutes, Universities, medical colleges, and other recognized research laboratories in the public sector and not-for-profit laboratories of Rajasthan would be eligible for such grant. The Institute should have well established research facilities as well as a core faculty with expertise in the relevant area. The centre

grants are intended for institutions with a substantial investment in, and commitment to, the area of thematic focus.

The institutions who qualify the eligibility criteria should submit the proposals (5 copies + soft copy) as per guidelines available on the Website and in the DST office.

The proposals (duly forwarded by head of institution) is to be sent on or before 30 oct, 2007 to:

Director,

Department of Science and Technology

Govt. of Rajasthan

506, IVth Floor, Mini Scretariat,

Banipark, Jaipur – 302016

Rajasthan

Applications must be received on or before the application receipt date, If an application is received after that date, it will not be considered.

For any further information and clarifications pertaining to the scheme, please contact:

Project Officer (Biotechnology) Department of Science and Technology

506, IVth Floor, Mini Scretariat, Banipark, Jaipur – 302016 Rajasthan

Web Site: <http://www.rajdst.gov.in>

Ph 0141 2202041, 2200726

CENTRES OF EXCELLENCE IN
AREAS OF BIOTECHNOLOGY

1. PURPOSE

The Department of **Science and Technology (DST)** invites applications for support of centers, known as DST Centres of Excellence in Biotechnology'. These centre grants will provide funding to augment and strengthen institutional research capacity in specific areas of biotechnology. They are intended for institutions with a substantial investment in and, commitment to, biotechnology research.

2. OBJECTIVES

The overall aim of this programme is to facilitate pursuit of novel ideas and technologies. The specific goal is to enhance the innovative ability of the institutions with well-developed research programmes in specific areas of biotechnology through flexible support to: (i) expand scientist density and develop faculty research capability, and (ii) enhance research infrastructure and (iii) pursue ambitious goals by facilitating longer term funding.

Each application must have a thematic focus and employ a multi-disciplinary approach for research in the specific theme. The centre is expected to be led by an investigator with a proven track record and expertise central to the research theme of the proposal. The scientific leadership provided by one or more research faculty is critical to the success of this initiative, especially for the mentoring of promising junior investigators. The Centre is intended to support investigators from several complementary disciplines. A critical mass of young scientists around an acknowledged leader is expected to be developed through: (a) involvement of existing scientists; (b) hiring fresh talent through well-designed and attractive Post-doctoral Programmes Collaborative research efforts would be promoted amongst researchers with complementary background skills and expertise.

The Centre may facilitate the development of new research groups by reassembling and creating strength in related departments or augment the capacity of existing groups to create an inter-disciplinary group. Support would be considered for augmentation of a single centre or a virtual centre. However, the Team leader has the primary responsibility for administering the programme and for overseeing the development of the centre and its associated core facilities. The international partnerships with foreign institutions will also be allowed under the proposed centres.

The thematic focus for the centres should be sharp and aim emphasising discovery and innovation in the proposed research area. Addressing emerging technologies with inter-disciplinary cross talk to realize their full potential would be a priority. Openness to collaborate with industry would be viewed very positively.

3. CHARACTERISTICS OF CENTRES OF EXCELLENCE

- *Acknowledged Leadership:* COEs will be built around acknowledged leaders in their respective areas, as evidenced by their scientific track record
- *Administrative independence:* COEs are to be guided by an independent advisory structure to be established through consultation between DST and the host institution. This is to ensure speed long-term efficiency and sustainability.
- *Financial flexibility:* COEs will have the financial flexibility to operate the budget as approved for the scheme by DST. The host institute and DST would be guided by the decision of the Joint Advisory group. A process for rapid procurement of reagents, supplies and hiring of staff would have to be assured. The DST and the host institute will sign a MOA elaborating the details.
- *Performance Assessment:* Performance of the COEs will be judged by the following criteria. This will be particularly applicable while considering further support:

(a) *Centres for Basic Biology* -The major criteria will be the quality of publications. A journal impact factor of at least 5 or above would be an essential minimum

(b) *Centres for Science, Engineering and Technology* - The major consideration will be (a) patents (both Indian and abroad) and publications (b) technologies transferred to the industries, (c) progress towards possible product or process development, and (d) innovation support to industry.

(c) *Translation Centres* - The major criteria in order of preference will be (a) proof of principle or otherwise to indicate potential for development of interventions, products or processes (b) quality publications (c) knowledge that has major impact on assessment of application potential (d) patents (both Indian and abroad) (e) technologies transferred to the industries.

4. WHO IS ELIGIBLE TO APPLY?

The following criteria apply:

- (e) The applicant must be an investigator working in a permanent capacity at institutions (only within state) dealing with life sciences / biotechnology
- (f) He / She must have at least 5-6 years of regular service still remaining at the institution where the current work is proposed.
- (g) He / She must have a proven track record of knowledge and expertise central to the thematic focus of the Centre as evidenced by peer-review, publications, patents etc.
- (h) Research institutes, universities, medical schools, and other recognized research laboratories in the public sector and not-for-profit laboratories would be eligible for such grant. The Institute should have well established research facilities as well as a core faculty with expertise in the relevant area. The centre grants are intended for institutions with a substantial investment in, and commitment to, the area of thematic focus.

5. OVERALL RESEARCH PLAN

Each application must describe an overall research plan to justify support of a thematic programme with multi-disciplinary research effort **for three years**. Ideally, it is recommended that the research plan contain the descriptions of at least two and up to five individual research projects.

In addition, the establishment of core facilities necessary to carry out the objectives of a multi-disciplinary, collaborative programme may be proposed. With respect to the overall programme, the Team Leader should describe the unique research opportunities that will be provided to the junior investigators and to the institution. If the proposed research is closely related to ongoing research or an existing centre, an explanation how the research activities will complement but not overlap with existing research should be described. In addition, the PI should describe how the efforts of each junior investigator will assist in the establishment of multi-disciplinary collaborative research.

The institutional environment and resources that are available to investigators must be clearly described. Available resources (e.g., laboratory facilities, details of space and personnel) and collaborative resources should be described. If core facilities are included for support, the relationship of each component of the research project to the core(s) should be described.

6. INDIVIDUAL RESEARCH PROJECTS

As mentioned above each programme should ideally **include two to five individual research projects** that stand alone, but share a **common thematic scientific focus**. Each research project should be supervised by a single investigator who is responsible for ensuring that the specific aims of that project are met. An initial minimum commitment of 50-percent time is expected from this individual.

7. NATURE OF SUPPORT THAT WOULD BE AVAILABLE THROUGH THIS SCHEME

A core grant would be provided for minor equipment, consumables, contingency, travel etc. Operational cost for different thematic projects would

also be made available. The salaries of the scientists and research students associated in the Centre would be defrayed for the project duration only. **A letter of undertaking stating that the financial liability for any new faculty positions would be borne by the Host Institutes at the end of the project support is essential.** Such commitment would be given by the Head of the Host Institute(s) or by a competent authority as authorized by him/her. These faculty positions would be regular appointments made by the host Institute and they would devote 100% time to the Centre. **The host institution must give a written commitment to this effect.** The grant-in-aid would be initially for **three years.**

Cohesiveness of different research projects and their relatability to the main identified theme area is essential. In areas of complementary research, collaboration would be encouraged. In multi-institutional programmes it is imperative that the technical administrative and financial details for each institute are clearly spelt out and there is a clear synergy in the integration of different projects.

8. CRITERIA FOR ELIGIBILITY AS TEAM LEADER

The Team Leader must be an established research scientist who will ensure that high-quality research is performed and who has the experience to effectively administer and integrate all components of the programme. The Team Leader must have an active research programme that receives support in the scientific area of the centre and should also have the requisite administrative experience to direct the programme. A minimum research time commitment of 50-percent is required from the Team Leader for research including the effort put in for mentoring and administrative oversight of the programme. The Team Leader should be a competent scientist in the relevant area, as evident from publications in world class refereed journals and patents held / applied in the last five years. The Team Leader's biodata should also include details of research projects handled, number of Ph.D students registered, number of patents filed granted, technologies transferred etc. The

Team Leader will give an undertaking to commit at least 50% of his time to the centre, and to continue to be involved in the programme for the entire duration.

9. CRITERIA FOR ELIGIBILITY OF YOUNG INVESTIGATORS

For the purpose of eligibility a young investigator is defined either as (a) an individual who does not have or has not previously had an external, peer-reviewed Research Project Grant or (b) an established investigator who is making a significant change to his/her career.

A young investigator having a subproject must hold a faculty appointment (or equivalent at a research institute) at the time that the award is made.

Moreover, a clear commitment to support this appointment independent of the outcome of this application must be demonstrated from the institution by a letter(s) from the appropriate senior institutional official(s). Postdoctoral fellows or other positions that do not carry independent faculty status are not eligible to lead projects, however they can be co-investigators in cases where there is at least one co-investigator who is a regular faculty member.

The proposals (duly forwarded by head of institution) is to be sent on or before 30 oct, 2007 to:

Director,

Department of Science and Technology

Govt. of Rajasthan

506 IVth Floor, Mini Scretariat,

Banipark, Jaipur – 302016

Rajasthan

11. SUBMISSION OF FULL PROPOSALS

Team Leaders who qualify all the criteria must submit their applications using the prescribed DST format. Five copies of the complete format with enclosures duly signed and forwarded by the institute may be submitted to DST.

12. APPLICATION PROCESSING

Applications must be received on or before the application receipt date listed in the heading of this RFA. If an application is received after that date, it will not be considered.

13. PEER REVIEW PROCESS

Upon receipt, applications will be reviewed for completeness by the Internal Screening Committee. Incomplete applications and those which do not fulfill eligibility criteria will not be considered. Applications that are complete and responsive to the RFA will be evaluated for scientific and technical merit by an appropriate peer-review group convened by the department in accordance with the established review criteria. As part of the initial merit review, all applications will:

- Undergo a selection process in which only those applications deemed to have high scientific merit, will be processed further.
- Thereafter a written review will be obtained from external experts

Government of Rajasthan
Department of Science & Technology
PROFORMA FOR SUBMISSION OF PROJECT PROPOSALS FOR
CENTRES OF EXCELLENCE
(To be filled by the applicant)

PART I: GENERAL INFORMATION

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

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

2. State:

3. Status of the Institute:.....
(Annexure 1)

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

5. Project Title:

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

6. Specific Area:
(Annexure 2)

7. Duration: Years..... Months

8. Total Cost (Rs.)

9. Vision and Scientific Strategy of the centre (Not to exceed one page).

PART II: PARTICULARS OF THE TEAM (INVESTIGATORS)

10. The Team Leader

Name:.....
Date of Birth: Sex (M/F):
Designation:.....Department:.....
Institute/University:.....
Address:.....
.....PIN:.....
Telephone: Fax:.....E-mail:.....

11. The Co-Leader (The co-leader should be committed to take over the functions of the team leader during permissible absence of the leader)

Name:.....
Date of Birth: Sex (M/F):
Designation:.....Department:.....
Institute/University:.....
Address:.....
.....PIN:.....
Telephone: Fax:.....E-mail:.....

12. Name and bio-data of other investigators who are committed to devote 20% or more of their time to the activities of the centre)

Name:.....
Date of Birth: Sex (M/F):
Designation:.....Department:.....
Institute/University:.....
Address:.....
.....PIN:.....
Telephone: Fax:.....E-mail:.....

(Add separate sheet for bio-data if there are more investigators)

PART III: TECHNICAL DETAILS OF PROJECT

(Under the following heads on separate sheets)

13. Specific thematic focus (not to exceed 2 pages or 1000 words)

13.1. Conceptual framework and scientific strategies of the above thematic focus supported by cited literature

13.2. Current status of research and development in the subject (both international and national).

13.3. Relevance in national context

13.4. Expected outcome (provide specific details)

14. Specific objectives that relate to 13.1 (should be written in bulleted form)

15. Previous experience in the field: Work already done by the Department/Institute in this field (supported by papers published, patents held, and grants received in the field)

16. Strategy to provide scientific mentorship of younger faculty recruited under the programme; or by incorporating existing faculty into the area.

17. The leader should submit at least one R&D proposal (more than one will add value) in R&D format along with the proposal for Centres of Excellence. (The centre would be eligible for funding only if this lead proposal is recommended for funding by the peer reviewers)

18. Specific projects by the other investigators to be undertaken to fulfill the broad objectives (Between 3-5 projects can be undertaken). Please provide below the title of the projects only. (Individual projects with the thematic focus of the centre have to be submitted separately in R&D Format and will be processed as a proposal for extramural grant).

Project-1

Project-2

Project-3

Project-4

Project-5

18. Timelines:

Period of study	Achievable targets
06 Months	
12 Months	
18 Months	
24 Months	
30 Months	
36 Months	

19. Verifiable indicators of progress.

Period of study	Indicator
12 Months	
24 Months	
36 Months	

**PART IV: BUDGET PARTICULARS
(In Rupees)**

Core Grant for Centre of Excellence

A. Non-Recurring.

A.1. Equipments (only Minor, if required), accessories

S.No.	Item	Year 1	Year 2	Year 3	Total

A.2. Other infrastructure facilities

Description of the infrastructure required	Year 1	Year 2	Year 3	Total

Sub-Total (A=A.1 + A.2) = Rs.

B. Recurring

B.1 Consumables

S. No	Item	Quantity	Year 1	Year 2	Year 3	Total

Sub-Total (B.1) = Rs.

Other items

	Year 1	Year 2	Year 3	Total
B.2 Contingency				
B.3 Overhead Charges				
B.4 Workshop/Training*				
Sub-Total B = B.1 + B.2 + B.3 + B.4				
Grand Total (A + B)				

Note: Please give justification for each head and sub-head separately mentioned in the above table. (Financial Year: April – March)

- The grant for workshop/training will be released only after submission of a detailed proposal indicating different heads of the budget, participants, duration of training etc.

PART VI: DECLARATION/CERTIFICATION

A

It is certified that

- a) the research work proposed in the scheme/project does not in any way duplicate the work already done or being carried out elsewhere on the subject.
- b) the same project proposal has not been submitted to any other agency for financial support.
- c) the emoluments for the manpower proposed are those admissible to persons of corresponding status employed in the institute/university or as per the Govt. of Rajasthan guidelines
- d) necessary provision for the scheme/project will be made in the Institute/University/State budget in anticipation of the sanction of the scheme/project.
- e) if the project involves the utilisation of genetically engineered organisms, we agree to submit an application through our Institutional Biosafety Committee. We also declare that while conducting experiments, the Biosafety Guidelines of the Department of Biotechnology would be followed in toto.
- f) 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 S & T GOR before implementing the project.
- g) 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 with the approval of the Finance Department GOR
- h) 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.
- i) the Institute assumes to undertake the financial and other management responsibilities of the project
- j) Abide to all declarations as per annexure III

**Signature of Project Coordinator/
Principal Investigator
Date:**

**Signature of Executive Authority
of Institute/University with seal
Date:**

PART VI: DECLARATION/CERTIFICATION

B : Declaration by the Team Leader

- a) I undertake to be involved in the project for the entire duration if the proposed Centre of Excellence is financially supported by the Department of Science & Technology GOR.
- b) I further certify that I would be spending at least 50% of time towards the activities relating to the Centre of Excellence.

Signature of the Team leader
Date

**Signature of the Executive Authority
of Institution/University (With seal)**
Date:

PART VI: DECLARATION/CERTIFICATION

C: Additional declaration by the Co-Leader

- c) I undertake to be involved in the project for the entire duration if the proposed Centre of Excellence is financially supported by the Department of Science & Technology.
- d) I further certify that I would be spending at least 50% of time towards the activities relating to the Centre of Excellence.

Signature of the Co-Leader
Date

**Signature of the Executive Authority
of Institution/University (With seal)**
Date:

Signature of the Executive Authority of Institution/University (With seal)
Date

**PART VII: PROFORMA FOR BIOGRAPHICAL SKETCH OF TEAM LEADER AND
OTHER INVESTIGATORS (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.	Institution Place	Degree Awarded	Year	Field of Study

A. 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)

List maximum of five of your recent publications relevant to the proposed area of work.

C. Research Support

Ongoing Research Projects

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

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

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

Place:
Date:

Signature of Investigator

Annexure - I

Status of the Institute submitting the Project Proposal

1. Central University
2. State University
3. Deemed University
4. College (*Please specify the University to which affiliated*)
5. Institution of CSIR
6. Institution of ICAR
7. Institution of ICMR
8. Institution of the Department of Atomic Energy (DAE)
9. Institution of the Department of Biotechnology (DBT)
10. Institution of the Department of Defence Research & Development Organisation (DRDO)
11. Institution of the Department of Science & Technology (DST)
12. Institution/Organisation of any other Government Agency (please specify)
13. Autonomous Institute/Society (please specify the parent Ministry/Department)
14. Public Sector Undertaking (Please specify the Nodal Ministry/ Department)
15. Non-Governmental Organisation (NGO)/ Society
16. Private Institute/Organisation

Illustrative List of Subject Areas for the consideration of the Project Proposal

1. AGRICULTURE & ALLIED AREAS

- 1.1 Field Crop
- 1.2 Horticulture & Plantation Crops
- 1.3 Forestry Species, Fuel Fodder, Biomass
- 1.4 Plant Molecular Biology
- 1.5 Biological Control of Plant Pests, Diseases and Weeds
- 1.6 Bio fertilizers
- 1.7 Medicinal and Aromatic Plants
- 1.8 Seri-Biotechnology / Sericulture – host plants
- 1.9 Tissue Culture Plants
- 1.10 Biodiversity Conservation & Bio prospecting
- 1.11 Any other (Please specify)

2. MEDICAL SCIENCES & ALLIED AREAS

- 2.1 Neurosciences & Neurobiology
- 2.2 Infectious Diseases of Humans
- 2.3 Non-infectious Diseases of Humans
- 2.4 Immunobiology
- 2.5 Human Genetics/ Genome Analysis
- 2.6 Bio-Medical Instrumentation
- 2.7 Therapeutics & Posology
- 2.8 Vaccines & Diagnostics
- 2.9 Any other (Please specify)

3. ENVIRONMENT

- 3.1 Plant Biodiversity
- 3.2 Microbial Biodiversity
- 3.3 Pollution Management
- 3.4 Bioremediation
- 3.5 Afforestation & Conservation
- 3.6 Any Other (Please specify)

4. ANIMAL SCIENCES

- 4.1 Breeding, Embryo transfer and related areas
- 4.2 Genetic enhancement, transgenics
- 4.3 Diagnostics & Vaccines (improved & recombinant)
- 4.4 Zoonotic diseases
- 4.5 Immunobiology
- 4.6 Feed and Nutrition
- 4.7 Any Other (*Please specify*)

5. AQUACULTURE

- 5.1 Breeding & Genetic Enhancement
- 5.2 Feed, nutrition, probiotics
- 5.3 Culture/hatchery technologies in new and non-traditional species
- 5.4 Vaccines, immunostimulants, diagnostics
- 5.5 Genomics, genes of interest
- 5.6 Frontline Demonstration, Rural development
- 5.7 Any Other (Please specify)

6. MARINE SCIENCES

- 6.1 Marine species other than Fish
- 6.2 Marine Microbiology/ flora & fauna
- 6.3 Extremophilic Organisms
- 6.4 Genomics, genes of interest
- 6.5 Any other(Please specify)

7. INDUSTRIAL APPLICATIONS

- 7.1 Microbiology/ Strain Improvement
- 7.2 Industrial Products/ Bio-Process Optimisation & scale-up
- 7.3 Biogeo-technology/Biodegradation/Bio-leaching
- 7.4 Theoretical/ Mathematical modeling of Industrial processes.
- 7.5 Biotechnology Parks
- 7.6 Any Other (Please specify)

8. FOOD SCIENCES

- 8.1 Food Processing/ Packaging/ Preservation etc.
- 8.2 Food Additives /Ingredients
- 8.3 Food-borne diseases/ Diagnostics
- 8.4 Quality Control/Assay Systems
- 8.5 Food Safety
- 8.6 Any other(Please specify)

9. BASIC RESEARCH (Please indicate subject area/keywords)

10. BIOINFORMATICS, BIOCOMPUTING, STRUCTURAL/THEORETICAL BIOLOGY, DATABASE DEVELOPMENT, ALGORITHMS / SOFTWARE DEVELOPMENT, COMPUTER APPLICATIONS FOR GENOMICS/ PROTEOMICS ETC. (Please indicate subject area / keywords)

11. BIOTECHNOLOGY & SOCIETY

- 11.1 SC/ST or Weaker Sections
- 11.2 Women Oriented
- 11.3 Rural Development
- 11.4 Biovillage,
- 11.5 Any Other (Please specify)

TERMS & CONDITIONS OF THE GRANT

(To be signed and enclosed with concern filled Proforma)

1. **Approval of the Research proposal and the grant released would be for the specific project mentioned in paras I to V of this proposal and grant should be exclusively spent on the project for which it has been sanctioned within the stipulated time. The Institute is not permitted to seek or utilize funds from any other organization (Government, Semi Government, Autonomous or Private) for this research project. Any unspent part of amount would be surrendered to the Govt. of Rajasthan through an account payee demand draft drawn in favour of the “Director, Department of Science & Technology, GOR, Jaipur”, and carry forward of funds of the next financial year for utilization for the same project may be considered only with the specific approval of the Department of Science & Technology (DST) GOR.**
2. For permanent/semi-permanent assets acquired solely or mainly out of the grant, an audited record in the form of a register in the prescribed proforma (enclosed at **Appendix-‘A’**) shall be maintained by the Institute. The term “**assets**” means (I) immovable property and (II) movable property of a capital nature, where the value exceeds Rs. 1000/- The grant will not be utilized for construction of any immovable property, Full facilities by way of accommodation, etc. for the project will be given by the Institute.
3. All the assets acquired from the grant will be the property of DST Govt. of Rajasthan and should not without the prior sanction of the Deptt., be disposed of, or encumbered or utilized for purpose other than those for which the grant has been sanctioned.
4. At the conclusion of the project, the Govt. of Rajasthan will be free to sell or otherwise dispose of assets, which are the property of the Government. The Institute shall render to Govt. necessary facilities for arranging the sale / disposal of these assets. **The Government may, however, consider the request of host institutions to retain the assets created under a project for carrying out similar work for the promotion of science.**
5. The implementing Institute/PI will furnish progress report of work on the project every six months. The progress of the project will also be reviewed/monitored at least once a year by the concerned Task Force/Project Monitoring Committee, etc. In addition the DST shall designate Scientists/Specialists to visit the Institute periodically for reviewing the progress of work and for suggesting such measures as to ensure early realization of the objectives of the project. On completion of the project five copies of a consolidated report of the work done on the subject would be submitted to the Department of Science & Technology GOR.

6. The Institute is required to send to DST a list of assets referred to at Sl. No. 2 above at the end of each financial year as well as at the time of seeking further instalments of the grant.
7. The Institute would furnish to the Deptt. of Science & Technology a Utilization Certificate (Copy enclosed at **Appendix - 'B'**) and an audited statement of expenditure (**Copy enclosed at Appendix - 'C'**) duly signed by the P.I., the Head of the Institute and the Head of the Finance wing, pertaining to the grant at the end of each financial year as well as a consolidated statement of expenditure at the end of the completion of the project.
8. A stamped receipt be sent to the Deptt. of S & T on receipt of the Cheque/ Demand draft towards each release.
9. The Comptroller and Auditor-General of India at his discretion shall have the right of access to the books and accounts of the Institute for the grant received from the Government.
10. The Institute would maintain separate audited accounts for the project. If it is found expedient to keep a part or whole of the grant in a bank account earning interest, the interest thus earned should be reported to the Deptt. of Science & Technology
11. Sale proceeds, if any, as a result of the development of the project arising directly from funds granted by the Deptt. of S& T shall be reported to the Govt. of Rajasthan The Govt. of Rajasthan may at its discretion allow a portion of such receipt to be retained by the Institute for its utilisation for the project activities.
12. Investigators/Institutes wishing to publish papers based on the research work done under Deptt. of S & T projects should acknowledge the financial support received from the Deptt. of Science & Technology GOR
13. Investigators/Institutes may utilize various resources such as the Bioinformatics resources, experimental materials, reagents, cell lines, animals, etc. from the National facilities/Institutes/Centres established by this Department as per the terms of transactions followed by them.
14. Investigators / Institutes may file patents with the help of the Patents information Centre (PIC) established at DST on priority bases.
15. The Govt. of Rajasthan (Deptt. of Science & Technology) will have the right to call for drawings, specifications and other data necessary to enable the transfer of know-how to other parties and the Institute shall supply all the needed information at the request of the Deptt. of Science & Technology which will ensure confidentiality. The information required for commercialising Biotechnologies may be furnished to this Deptt.

16. The Institute may not entrust the implementation of the work for which the grant is being sanctioned to another institution and to divert the grant receipts as assistance to the latter institution. However, in such situations the express permission of DST may be obtained. In case the grantee is not in a position to execute or complete the project, it may be required to refund forthwith to the Govt. of Rajasthan (Deptt. of Science & Technology) the entire amount of grant received by it.
17. The human resources that may be engaged for the project by the Institute are not to be treated as employees of the Govt. of Rajasthan and the deployment of such human resource at the time of completion or termination of project, will not be the concern/responsibility of the Govt. of Rajasthan. The Organisation may make reservations for Scheduled Castes, Schedule Tribes etc. in the human resource to be engaged for the project in accordance with the instruction issued by the Govt. of Rajasthan from time to time.
18. The Deptt. of Science & Technology GOR reserves the right to terminate the grant at any stage and also to recover the amounts already paid if it is convinced that the grant has not been properly utilized or the work on the project has been suspended for any unduly long period or appropriate progress is not being made.
19. The project will become operative with effect from the date of release of the first instalment for the project.
20. If the Investigator to whom a grant for a project has been sanctioned leaves the institution where the project is being implemented, he shall submit five copies of complete and detailed report of the work done by him on the project and the money spent till the date of his/her release and shall also arrange to refund the unspent balance, if any.
21. The organisation should maintain subsidiary accounts of the Govt. of Rajasthan grant and furnish it to the Audit Officer as and when the recurring and non-recurring expenditure exceeds the limits of Rs. 5.00 lakhs.

Signature of Project Coordinator
(applicable only for multi-
institutional projects)

Date :

**Signature of Executive Authority of Institute/
University With seal**

Date :

Signature of Principal Investigator :

Date :

Signature of Co-Investigator

Date :

Date :

Signature of Co-Investigator

Appendix- A

**Assets acquired wholly or substantially out of Government grants
Register to be maintained by Grantee Institution**

Name of the Sanctioning Authority: _____

1. Sl. No. _____
2. Name of Grantee Institution _____
3. No. & Date of sanction order _____
4. Amount of the sanctioned grant _____
5. Brief purpose of the grant _____
6. Whether any condition regarding
 1. the right of ownership of Govt. in
 2. the property or other assets acquired
 3. out of the grant was incorporated in
 4. the grant –in-aid sanction order. _____
7. Particulars of assets actually credited _____
5. or acquired.
8. Value of the assets as on _____
9. Purpose for which utilised at present _____
10. Encumbered or not _____
11. Reasons, if encumbered _____
12. Disposed of or not _____
13. Reasons and authority, if any, for disposal _____
14. Amount realised on disposal _____
15. Remarks _____

(PROJECT INVESTIGATOR)

(FINANCE OFFICER)

(HEAD OF THE INSTITUTE)

UTILISATION CERTIFICATE

(for the financial year ending 31st March)

(Rs. in lakhs)

1. Title of the project/scheme :
2. Name of the Organisation:
3. Principal Investigator :
4. Deptt. of Science & Technology sanction order No. & date of sanctioning the project :
5. Amount brought forward from the previous financial year quoting DST letter No. & date in which the authority to carry forward the said amount was given :
6. Amount received from DST during the financial year *(Please give No. and dates of sanction orders showing the amounts paid)* :
7. Other receipts/interest earned, if any, on the DST grants:
8. Total amount that was available for expenditure during the financial year (Sl. nos. 5, 6 and 7):
9. Actual expenditure (excluding commitments) incurred during the financial year (statement of expenditure is enclosed) :
10. Unspent balance refunded, if any (Please give details of cheque No. etc.)
11. Balance amount available at the end of the financial year :
12. Amount allowed to be carried forward to the next financial year vide letter No. & date :

1. Certified that the amount of Rs. _____ mentioned against col. 9 has been utilised on the project / scheme for the purpose for which it was sanctioned and that the balance of Rs.remaining unutilized at the end of the year has been surrendered to Govt. (Vide No.dated) / will be adjusted towards the grants-in-aid payable during the next year.
2. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised:

- 1.
- 2.
- 3.
- 4.
- 5.

(PROJECT INVESTIGATOR)

(FINANCE OFFICER)

(HEAD OF THE INSTITUTE)
(To be Countersigned by the DST Officer-in-charge)

Appendix-C

**Statement of Expenditure referred to in para 9 of the
Utilisation Certificate**

**Showing grants received from the Deptt. of Science & Technology and the
expenditure incurred during the period from 1st April _____ to 31st
March _____ (Rs. in lakhs)**

Item	Unspent balance Carried for ward from previous year	Grants received from DST during the year	Other receipts/ interest earned - if any, on the DST grants	Total of Col. (2+3+4)	Expenditure(excluding commitments) incurred during the year	Balance(5-6)	Remark
1	2	3	4	5	6	7	8
<p>1. Non -Recurring</p> <p>(i) Equipments</p> <p>2. Recurring</p> <p>(i) Human Resource (ii) Consumables (iii) Travel (iv) Contingency (v) Overheads (if applicable)</p>							
Total :							

(PROJECT INVESTIGATOR)

(FINANCE OFFICER)

(HEAD OF THE INSTITUTE)