PROFORMA FOR SUBMISSION OF PROJECT PROPOSALS ON RESEARCH AND DEVELOPMENT/SCHME IN FOOD SAFETY
(To be filled by the applicant)

PART I: GENERAL INFORMATION

1. Project Title:

2. Nature of the Project: (Please Tick): i) Single □ ii) Multi-Institutional □ iii) Single with collaborating technical inputs from other organization □

3. Types of the Project: i) R & D □ ii) Applied □ iii) Survey □ iv) Data Mining relevant to Food Standards/ legislation □

4. Connectivity of the participating institutions and investigators (in case of multi-institutional projects only):

5. Name and Address of the Institute/University/Organization submitting the Project Proposal

6. State:

7. Status of the Institute:

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

9. Details of the Investigator’s:
   A. Name of the Principal Investigator’s:
      Date of Birth:
      Designation:
      Department: Institute:
      Address:
      Telephone: Fax:
      E-mail:

   B. Name of the Co-Principal Investigator’s:
      Date of Birth:
      Designation:
      Department: Institute:
      Address:
      Telephone: Fax:
      E-mail:

10. Project Summary (Not more than 500 words. Please use separate sheet)

11. Duration:

12. Total Cost (Rs.):
PART II: TECHNICAL DETAILS OF PROJECT
(Under the following heads on separate sheets)

13. Details of the manpower available:
(Give separate details for executing and collaborating agencies)
   a) Technical manpower in the study and R&D Unit
   b) Non technical manpower in study and R&D unit

14. Financial capabilities of the Executing Agency (in case of Private Institutes other than Govt. Institutes/Universities)
(Annual Reports for the last 3 years, source of funding of the proposed project, copy of the board Resolution for undertaking the proposed project)

15. Details of submission of the proposed project to other agencies, if any:
Please provide details of the projects proposal submitted to any Government/Financial Institutions

16. Introduction (not to exceed 2 pages or 1000 words)
   16.1 Origin of the proposal
   16.2 (a) Rationale of the study supported by cited literature (b) Hypothesis (c) Key questions.
   16.3 Current status of research and development in the subject (both international and national status)
   16.4 The relevance and expected outcome of the proposed study
   16.5 Preliminary work done so far

17. Specific objectives: (should be written in bulleted form, a short paragraph indicating the methods to be followed for achieving the objective and verifiable indicators of progress should follow each specific objective)

18. Work Plan: should not exceed 3-4 pages (the section can be divided according to the specific aims and under each specific aim, the following should be stated clearly as sub headings)
   18.1 Work plan/work packages (should clearly provide details of methodology/experimental design to accomplish the stated aim)
   18.2 Alternate strategies (if the proposed experimental design or method does not work what is the alternate strategy)

19. Timelines: (Please provide quantifiable outputs)

<table>
<thead>
<tr>
<th>Period of study</th>
<th>Achievable targets</th>
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<tbody>
<tr>
<td>6 Months</td>
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<tr>
<td>12 Months</td>
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<td>18 Months</td>
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<td>24 Months</td>
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PART III: BUDGET PARTICULARS

20. Financial outlay and time schedule:
(Mention the milestones to be achieved for release of respective installments)

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Expenditure Head</th>
<th>Amount (Rs in lakh)</th>
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<tbody>
<tr>
<td></td>
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<td>1&lt;sup&gt;st&lt;/sup&gt; Year</td>
</tr>
<tr>
<td>1.</td>
<td>Equipments</td>
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<td>2.</td>
<td>Man power</td>
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<td>3.</td>
<td>Consumables</td>
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<td>4.</td>
<td>Travel</td>
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<td>5.</td>
<td>Contingency</td>
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<td>6.</td>
<td>Overheads 12%</td>
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<td>TOTAL</td>
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(Man power coterminous with the project. Authority will not be responsible for any legal implication, for any further employment / payment of salary / wages etc and it will solely responsibility of the concerned University / Institution where he/she is working or employed)

21. Equipment details:

(i) Equipments to be procured:

<table>
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<tr>
<th>Name of the Equipment</th>
<th>Estimated Cost</th>
<th>Supplier</th>
<th>Justification / Purpose</th>
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(The equipment grant once fixed cannot be enhanced. PIs are advised to give authenticated estimates of the cost of equipment. Equipment should invariably be purchased within 3 months from the date of release of assistance. There shall not be the duplication of the equipments either with the same institute or department.)
(ii) Equipments already available with Institute/Group/Department/other Institutes for the project:

(Please specify the available infrastructure with the department/ organization)

<table>
<thead>
<tr>
<th>Equipment available with</th>
<th>Generic Name of Equipment</th>
<th>Model, Make &amp; Year of Purchase</th>
<th>Remarks including available and current usage of equipment</th>
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22. Name and address of five (5) experts in the field:

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<tr>
<th>Sr.No.</th>
<th>Name Designation and Address*</th>
<th>Reason for Suggesting Expert</th>
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(Note: *Including telephone no., mobile no. and e-mail address)
PART V: PARTICULARS OF INVESTIGATORS

22. Detailed Bio-data of Principal Investigator(s)/Co-Principal Investigator(s)
   i. Name, Address, Date of Birth, Institution’s Address, Mobile No. and Telephone No., Email address etc.
   ii. Academic Qualifications (university/college from where attained, year of passing, class, thesis title etc.
   iii. Publications list (Title of paper, authors, journal details, pages, year etc.)
       (Please specify the work experience related to proposed project)

23. Please indicate actions proposed to ensure timely completion of the project:
   (Setting up of a project execution group, Internal-monitoring group etc.)

24. The duly signed and accepted terms and conditions associated with the above said R&D project /scheme is enclosed.

Signature of the Principle Investigator             Head of Institute/Organization

Signature of the Co-Principle Investigator

**********
DECLARATION BY THE INVESTIGATORS

It is certified that –

(a) The project entitled .......................................................... has not been submitted to any other agency/agencies for financial support/or already not completed with financial support from other funding agencies

(b) As the investigators of the project we undertake to utilize the project grants for the works and objectives committed in the project.

(c) The project will have ............... as the Principal Investigator and, ............... as the Co-Investigators for the project; and that in the unforeseen event of discontinuance by the Principal Investigator, ..............., the co-investigator will assume responsibility of the fruitful completion of the project (with due intimation to NFDB).

Date: ____________________________

(Principal Investigator)

Date: ____________________________

(Co-Investigator)

Date: ____________________________

(Co-Investigator)

Date: ____________________________

(Co-Investigator)
DECLARATION / CERTIFICATION BY THE HEAD OF THE INSTITUTE

It is certified that –

(a) The project entitled ………………………………………………………………………….has not been submitted to any other agency/agencies for financial support/or already not completed with financial support from other funding agencies

(b) The institute assumes to undertake the financial and other management responsibilities of the project

(c) The institute welcomes the participation of ……………………. as the Principal Investigator and ………………………………………………………………………………………. as the Co-Investigators for the project; and that in the unforeseen event of discontinuance by the Principal Investigator…………………………., the co-investigator will assume responsibility of the fruitful completion of the project (with due intimation to NFDB).

Signature of the Head of Institution with seal & date