**Application form for Research & Development Project / Scheme in Food Safety**

**Title of the Project:**

**1. General:**

a) Name and address of the Institution/Industrial Unit / the collaborating agencies, if any with their telephone, mobile, fax nos. (Give address of the registered office, Head Office and local office, if any in Delhi.)

b) Brief history of the organisation indicating Survey/study R&D capabilities, related collaborations & achievements, etc.

**2.** **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

**3. Financial capabilities of the Executing Agency:**

(Annual Reports for the last 3 years, source of funding of the proposed project, copy of the board Resolution for undertaking the proposed project)

**4. 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)

**5. Project Proposal Details** **(TECHNICAL DETAILS):**

*(Under the following heads on separate sheets)*

**5.1**  **Introduction** (not to exceed 2 pages or 1000 words)

(i) **Origin of the proposal**

(a) Rationale of the study supported by cited literature

(b) Hypothesis

(c) Key questions.

(ii) **Current status** of research and development in the subject (both international and national status)

(iii) The **relevance** and **expected** **outcome** of the proposed study

(iv) **Preliminary** **work** done so far

**5.2** **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)

**5.3** **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)

(i) Work plan (methodology/experimental design to accomplish the stated aim)

(ii) Connectivity of the participating institutions and investigators

(in case of multi- institutional projects only)

(iii) Alternate strategies (if the proposed experimental design or method does not work what is the alternate strategy)

**5.4** **Timelines**: (Please provide quantifiable outputs)

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

(Please also attach PERT Chart for activity sequence and time schedule for each activity)

**5.5** Name and address of 5 experts in the field

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr.No.** | **Name** | **Designation** | **Address** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**6. Financial outlay and time schedule:**

(Mention the milestones to be achieved for release of respective instalments)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Expenditure Head** | **Amount (Rs in lakh)** | | |
| **1st Instalment** | **2nd Instalment** | **3rd Instalment** |
| 1. | Equipments |  |  |  |
| 2. | Man power |  |  |  |
| 3. | Consumables |  |  |  |
| 4. | Travel |  |  |  |
| 5. | Contengency |  |  |  |
| 6. | Overheads 12% |  |  |  |
| **TOTAL** | |  |  |  |

*(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)*

**7. Equipment details**

**(i) Equipments to be procured:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the Equipment** | **Cost** | **Supplier** | **Justification / Purpose** |
|  |  |  |  |
|  |  |  |  |

*(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 department:**

(*Please specify the available infrastructure with the organisation)*

|  |  |  |
| --- | --- | --- |
| S.No. | Name of Equipment */ Facility* | Purpose |
|  |  |  |
|  |  |  |

**8. Bio data of the project Investigator other personnel involved in the R&D.**

*(Please specify the work experience related to proposed project)*

**9. Please indicate actions proposed to ensure timely completion of the project:**

(Setting up of a project execution group,Internal monitoring group etc.)

**10.** 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**

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