



Department of Science & Technology  
Government of Gujarat

**SCHEME FOR  
SUPPORTING R&D IN EMERGING FIELDS OF S&T  
ON STATE PRIORITY AREAS UNDER STI FUND**

**GUIDELINES WITH  
FORMAT OF APPLICATIONS**



**Investing in Science: Investing in the Future!**

**GUJARAT COUNCIL ON SCIENCE AND TECHNOLOGY**

**DEPT OF SCIENCE AND TECHNOLOGY, GOVT OF GUJARAT  
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**GUJARAT COUNCIL ON SCIENCE AND TECHNOLOGY**  
**Dept. of Science and Technology, Govt. of Gujarat**

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**1.0 Introduction:**

The Government of Gujarat has notified the Science, Technology and Innovation (STI) Policy for the State. The policy aims to provide science, technology and innovation based solution for fulfilling needs of society, community and industry for faster economy development. The STI Policy has the vision of creating a self-reliant, innovative, healthy and prosperous society living in a clean, green and sustainable environment with adequate and nutritious food, clean water and other natural resources, valuing its own and globally available knowledge base by translating science and upgrading technology for faster, inclusive and sustainable development. To achieve the objectives of the STI policy, the policy, in para 2.5.1 (9), recommends to create a dedicated STI fund to support technology developments in the priority sectors.

The STI Fund is being operationalized under the Department of Science and Technology through Gujarat Council on Science & Technology (GUJCOST). In order to achieve the vision, objectives, strategies and approaches laid out under the STI Policy of Gujarat, the Government of Gujarat has notified the scheme for supporting R&D in emerging fields of Science and Technology on State priority areas under STI Fund.

GUJCOST invites proposals for Research and Development in emerging fields of S&T on state priority areas under STI funds on the following terms, conditions and guidelines:

**2.0 Guidelines:**

The scheme is known as Research Support Scheme for R&D (RSSR&D) in the emerging areas of S&T on State and National Priorities. GUJCOST invites proposals round the year as per the prescribed format and guidelines.

**3.0 Nature of Project Support**

The research support will be enhanced in following emerging cutting-edge and high potential technologies by a dedicated STI fund:

- (i) Artificial Intelligence and Robotics
- (ii) Biotechnology
- (iii) Polymers and special materials
- (iv) Nano Technology
- (v) Internet of thing (IoT) Solutions
- (vi) Energy Storage Solutions
- (vii) Waste treatment and management solutions
- (viii) Pollution abatement
- (ix) Sustainable Habitat
- (x) Nutrition sensitive research

The proposal having exclusively biotechnology research areas, shall be submitted to

GSBTM for necessary financial support. The list of priority research area and problems will be revised every three years or on need basis.

#### **4.0 Eligible Institutions**

Researchers who work for Government owned or Government funded research institution or at nonprofit research institution or at State / Central Government universities or at UGC / AICTE approved university / colleges / institutions can apply for RSSR&D.

#### **5.0 Quantum of Assistance**

Assistance for research work from R&D Institution/College will be in the form of grant for necessary expenditure incurred towards such activities subject to maximum of Rs. 50.00 lakhs per project for maximum of three years of duration.

#### **6.0 Selection Procedure**

- (i) Recommendation by Technical Advisory Committee on the presentation by the PI.
- (ii) Approval of Executive Committee/Governing Board of GUJCOST.

#### **7.0 Guidelines for Financial Assistance to the R&D Proposals**

Gujarat Council on Science and Technology (GUJCOST) shall provide financial assistance to the time bound research proposals/projects designed on the State priority areas identified by GUJCOST.

- (i) Scientists from Universities, their affiliated colleges and research institutions having essential basic facilities for carrying out projects shall be eligible to apply for getting financial assistance for research proposals.
- (ii) The Principal Investigator should have at least 5 years teaching / Research experience. Each of the proposals should have one PI and one Co-PI.
- (iii) Research work shall have to be carried out under any approved institution as mentioned in eligible institutions. Assistance shall be provided through organization only.
- (iv) The projects are to be devised with the involvement of industries/ utilities or ultimate beneficiary, except for the projects which will focus on exploring and validating new ideas
- (v) Research institutions proposing the project should ensure that the key investigators indicated in the project proposal are available for the entire duration of the project.
- (vi) Project proposal are to be formulated after a thorough survey of literature in order to ensure that similar work is not undertaken elsewhere. Project should have substantial research content and element of innovation.
- (vii) Priority will be given to the proposal having potential for generation of IPR/ Patents
- (viii) GUJCOST shall be monitoring the progress of the project periodically.
- (ix) Principal investigator shall provide a six-monthly progress report to the GUJCOST.

- (x) Project proposals will be accepted only in the emerging fields of S&T on state priority areas under Science, Technology and Instrumentation under the categories mentioned a point no.3.
- (xi) Proposals shall be submitted in the prescribed Performa as prepared by GUJCOST and available on its website.
- (xii) GUJCOST will give an advertisement for inviting Original Research Projects for wide publicity. The proposals shall be invited round the year.
- (xiii) The Principal Investigator will be required to publish paper, if it is not patentable, in the National or International Journal or conference before the release of Second /Third Installment of the Grant.
- (xiv) Maximum project cost will be Rs. 50.00 lakhs and for three years' duration.

## **8.0 GUIDELINES FOR FORMULATING PROPOSALS**

- (i) The proposal should clearly establish linkage of S&T to overall development of State. The area identified should have potential to contribute in socio-economic upliftment of the people of State.
- (ii) The proposal should have few specific outputs, which could be possible in duration of 12 months to 36 months (max).
- (iii) The proposal should have the detail scientific and technical methodologies / procedures which has to be clearly spelt out.
- (iv) Proposals should have specific, concrete, quantifiable objective. The proposals should be based on innovative technologies/ideas. Major programmes of extension based on proven technologies are also not considered.
- (v) Results of ongoing and completed projects of the organization must be reflected in the formulation of new proposals.

All correspondence, including proposals may be sent to the following address

### **The Advisor and Member Secretary**

Gujarat Council on Science and Technology (GUJCOST)

Block-B, 7<sup>th</sup>Floor, Sector-11, Gandhinagar -382011

Tel.: 079-23259368. Fax: 079-23259363

**E-mail:** [adv-gujcost@gujarat.gov.in](mailto:adv-gujcost@gujarat.gov.in), [info-gujcost@gujarat.gov.in](mailto:info-gujcost@gujarat.gov.in)

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## **9.0 GENERAL TERMS AND CONDITIONS**

- (i) The Principal Institution assumes financial and other administrative responsibilities of the project.
- (ii) In case of multi-institutional project, formal agreement from the collaborating institutions/scientists should support the proposal.
- (iii) International travel is not permissible under the project.

- (iv) The manpower recruited for the project should be paid as decided by the guidelines of GUJCOST.
- (v) It is proposed to maximize the use of equipment. In this connection, the Investigator shall permit the use of spare or idle capacities of equipment procured under the project by bonafied users (research workers in other GUJCOST sponsored projects or other projects of the institute).
- (vi) The grant-in-aid will be utilized strictly for the specific programme and should be exclusively spent on the programme and within the time frame as specified in the sanction letter. Re-appropriation of funds from one stipulated head to another head is not permitted without prior approval of GUJCOST.
- (vii) On successful completion of 1st year of research work, if there is any delay in disbursing the 2nd year installment by GUJCOST, the concern institute should arrange to provide the necessary financial support (As approved by GUJCOST) to the PI to continue the work and to complete the project as per the project time schedule and duration. Once the GUJCOST grant is disbursed, the amount provided by institute shall be reimbursed accordingly.
- (viii) If the University/ Institution are unable to start the programme within six months of the receipt of the grant-in-aid, the approval shall ipso facto lapse.
- (ix) Interest earned on the programme fund, if any, shall be treated as a part of the sanctioned grant-in-aid and shall be used to procure equipment or for other purposes of the programme approved by the GUJCOST.
- (x) The grant-in-aid released under these programmes cannot be spent on creating infrastructural facilities such as construction of roads and building, purchase of vehicles, air-conditioning etc.
- (xi) GUJCOST, reserves the right to terminate the project at any stage if it is convinced that the grant-in-aid has not been properly utilized and/or sufficient progress is not achieved towards the purpose for which the grant -in-aid was sanctioned.
- (xii) The assets acquired out of the grant-in-aid shall be the property of the Institute. No assets acquired out of the grant-in-aid shall be disposed off without the permission of the GUJCOST.
- (xiii) The Grantee Institution shall observe all financial norms and guidelines as prescribed by the GUJCOST from time to time.
- (xiv) The Principal Investigator must submit Annual Progress Report in the prescribed format every year indicating the progress.
- (xv) The Principal Investigator must take steps to ensure that the audited Utilization Certificate and statement of accounts for the grant-in-aid are submitted by the Institute/University department.
- (xvi) If the Principal Investigator leaves the institution, retires, goes on long leave, or expires during the tenure of the project, the institute will appoint Co-PI as the Principal Investigator to the programme, under intimation to the GUJCOST immediately.

- (xvii) The IP for research outcome will belong to the GUJCOST for Government of Gujarat. On request by the researcher, the IP would be licensed to the researcher or the group of researchers who worked on that project on exclusive basis for a period of three years for further development. If the researcher or the group of researchers who worked on that project do not want to take license for further three years or if having so taken the license a time period of three years has elapsed, then GUJCOST will commercialize the IP whereupon the proceeds will be shared between GUJCOST and the researcher or the group of researchers in proportion of 25%:75% basis.
- (xviii) If for further development or for commercialization in relation to the IP developed, if a few researchers out of the group of researchers do not show willingness, then the IP realized and its value (75% of total commercialized value after removing 25% of GUJCOST) will be shared between the researchers in proportion that they will all collectively decide. Pending a collective decision, the share of researchers will be kept as a deposit by GUJCOST and no interest will be paid to the researchers.

#### **10.0 DOCUMENTS / ENCLOSURES REQUIRED WITH THE PROPOSAL**

- (i) Endorsement from the Head of the Institutions (on letterhead)
- (ii) Certificate from Investigator(s)
- (iii) Details of the proposals (5 copies not spiral bound)
- (iv) Name and address of experts/ Institutions who may be interested in the subject/outcome of the projects (Circulation list).
- (v) Registration Certificate, Memorandum of Association and Rules and Regulation of the Institution.

#### **11.0 INSTRUCTION FOR FILLING UP THE PROFORMA**

- (i) Use papers of A-4 size (21 cms x 29cms).
- (ii) Type as per the layout given in the format on both sides.
- (iii) Do not skip reproduction of any section even if the answer is "Nil" or produced elsewhere.
- (iv) Project title should be precise and should not exceed normally 20 words within two lines.
- (v) Expected total duration of the project should normally be 12 to 36 months.
- (vi) If project is to be executed by more than one institution (which is welcomed) and/or requires regular inputs from other scientists, names collaborating institutions/scientists may be listed.
- (vii) The objectives, work-plan, methodology, expected outcome, etc., of the proposal to be clearly defined.

## FORMAT FOR SUBMISSION OF PROPOSAL

### IDENTIFICATION

1. PROJECT TITLE:

KEY WORDS:

2. BROAD AREA:

3. DURATION:

4. TOTAL PROJECT COST:

5. PRINCIPAL INVESTIGATOR (PI):

6. CO-INVESTIGATOR:

7. CAPABILITY OF THE ORGANISATION

a) Expertise Available

b) List of on-going and completed projects

Project Title	Start Date	Completion Date	Project Cost	Sponsoring Agency

8. Name of the authority in whose name Cheque / Demand Draft should be drawn.

### TECHNICAL DETAILS

1 BACKGROUND

- a. Description of Problem
- b. Review of Work Already Done
- c. Rationale for Taking Up the Project
- d. Relevance to State Priorities

2 CHALLENGES & CONSTRAINTS:

Please identify strength and weaknesses of the implementers vis-à-vis current project in terms of technical expertise, team building, past records etc., Also list the perceived opportunities and threats and describe how PI/ organization proposes to capitalize on them or avert them.

3 DESCRIPTION OF PROPOSAL

- a. Objectives of the Project
- b. Preliminary investigations done by the Organization
- c. S & T component in the project
- d. Linkages
- e. Other organizations working in this area
- f. Methodology: Detailing stepwise activities and sub-activities

4 WORKPLAN

Phase-wise plan of action up to post project activities detailing time schedule milestones may clearly be indicated. PERT/GANTT chart may be attached.

5 Output of The Project

6 Likely Impact

7 Parameters for Monitoring Effectiveness of Project

8 Suggested Post Project Activities

BUDGET ESTIMATES SUMMARY

Sr. No	ITEM	BUDGET (IN RUPEES)			TOTAL
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	
<b>A</b>	<b>RECURRING</b>				
A.1	Salaries /Fellowship				
A.2	Consumables				
A.3	Travel				
A. 4	Other Costs (PI specify)				
<b>B</b>	<b>NON-RECURRING</b>				
B.1	Permanent equipment				
Grand Total (A+B)					



**A.1 BUDGET FOR SALARIES/WAGES**

Designation No. of Posts	Monthly Emoluments Budget (In Rupees)			Total
	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	
<b>FULL TIME</b>				
1				
2				
<b>PART TIME</b>				
1				
2				
<b>GRANT TOTAL</b>				

**A.2 BUDGET FOR CONSUMABLES**

Sr. No	ITEM	BUDGET (In Rupees)			
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total

**A.3 BUDGET FOR TRAVEL**

Sr. No	ITEM TRAVEL	BUDGET (In Rupees)			
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total
1.	LOCAL				
2.	OUTSTATION				
<b>TOTAL</b>					

**A.4 BUDGET FOR OTHER COSTS**

Sr. No	ITEM	BUDGET (In Rupees)			
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total
a	CONTINGENCIES				
b.	OTHERS TOTAL				
<b>TOTAL</b>					

**B.1 BUDGET FOR PERMENENT EQUIPMENT**

Sr. No	NAME OF THE EQUIPMENT	ESTIMATED COST

\*Please give justification for requirement of each equipment asked

## **FORMAT FOR RESUME OF PRINCIPAL INVESTIGATOR/ CO-INVESTIGATOR**

1. Name, Designation, Date of Joining & Phone No.:
2. Age as on date :
3. Name of the Institution :
4. Department :
5. Field of Specialization :
6. Academic Qualifications :
7. Technical Qualifications :
8. Academic/Research/Professional Experience:
9. Presentations of Principal Investigator at National & International:
10. Awards/ Prizes/ Certificates etc. won by the Principal Investigator:
11. No. of Projects completed/ongoing as Principal Investigator/ Co-Investigator.

Sr. No.	Name of the funding agency	Name of the Scheme	Program Title	Year of Funding	Duration	Amount Sanctioned	Status: Completed / Ongoing

12. Publications:

Sr. No.	Title of Paper/Report/Book	Author(s)	Name & Vol. of Journal & Year	Page No.	
				From	To

Place:

Date:

Signature of the Principal Investigator

Head of the Institution  
(Signature & Seal)

## FORMAT FOR PROFILE OF DEPARTMENT

1. Name of the Department
2. Name of the Head of the Department
3. Full Address  
(Please include STD code, Phone No.,  
Fax No., E-mail/website)
4. Number of specialized subject areas available  
in the department
5. Major equipment (costing more than Rs.5.0 lakhs) available in the Department

Sr. No.	Major Equipment	Cost (Rs. In lakhs)	Specifications	Year of purchase

6. Courses available in the department
7. List of experts related to the subject area of the project with their name, address and communication detail may be attached with the proposal on a separate sheet.

Place:  
Date:

Head of the Institution  
(Signature & Seal)

## ENDORSEMENT FROM THE HEAD OF INSTITUTION

PROJECT TITLE:

1. Certified that the Institute welcomes participation of Prof./Dr./Mr./Mrs./

as the

Principal Investigator and Prof./Dr./Mr./Mrs./ as the Co-Investigator of the project and that in the unforeseen event of discontinuance by the Principal Investigator, the Co-Investigator will assume the responsibility of the fruitful completion of the project (with due intimation to DST(Govt of Gujarat).

2. Certified 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.

3. Institute assumes to undertake the financial and other management responsibilities of the project.

4. On successful completion of 1st year of research work, if there is any delay in disbursing the 2nd year installment by GUJCOST, the concern Institute should arrange to provide the necessary financial support (As approved by GUJCOST) to the PI to continue the work and to complete the project as per the project time schedule. Once the GUJCOST grant is disbursed, the amount provided by institute shall be reimbursed accordingly.

Date :  
Place:

Signature & Seal of  
(Head of Institute)

**CERTIFICATE FROM THE INVESTIGATOR**

PROJECT TITLE :

1. I/We agree to abide by terms and conditions of the GUJCOS Tgrant.
  
2. I/We did not submit this or a similar project proposal elsewhere for financial support.
  
3. I/We have explored and ensured that equipment and basic facilities will actually be available as and when required for the purpose of the project. I/We shall not require financial support under this project, for procurement of these items.
  
4. I/We undertake that spare time on permanent equipment will be made available to other users.

(Principal Investigator)

(Co- Investigator)

Date:

Place:

**Format for Annual Progress Report for GUJCOST Funded Project**

Date of Sanction:-----

1. Principal Investigator  
(Name & address)
2. Programme Title:
3. Date of commencement of the Programme:
4. Duration of Project:
5. Amount sanctioned by GUJCOST:
6. Amount released by GUJCOST:
7. Details of Expenditure:

Sr. No	ITEM	BUDGET (IN RUPEES)		
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	Total
1.	Recurring			
2.	Non-Recurring			
3.	Permanent			
4.	Equipment			

8. Whether there is any deviation from the purpose for which:  
Grant was released. If so detail of amount to be given
9. Give details of the activities carried out during the year:

Principal Investigator    Co-PI

Registrar/ Director/Principal  
(Signature & Seal)

Date:

## PROFORMA FOR EVALUATION

Title of the project:

Name of PI:

Name of Co-PI:

Broad Subject Area:

Date:

Points for evaluation:

<b>Sr. No.</b>	<b>Criteria</b>	<b>Remarks</b>	
1	Work proposed is original & innovative?	Yes / No	
2	Financial assistance asked is justified?	Yes / No	
3	Is the proposal is relevant as a State Specific Problem for S&T intervention		
4	Is the proposal is suitable for recommendation for MRP assistance? or any modification suggested		
5	Amount Sanctioned for project		
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year
	Consumable		
	Travelling		
	Equipment		
	Other (PI specify)		
	Total		
6	Any other comments		

**Name of the Evaluators with signature**

1.

2.

3.

4.

**Chairperson**

Note :Attach separate sheet if necessary.

**Proforma for Evaluation of Progress Report**

**Title of the project:**

**Broad Subject Area: Points for evaluation:**

<b>Sr. No.</b>	<b>Criteria</b>	<b>Remarks</b>
1	Work carried out is satisfactory & upto the mark	Yes /No
2	Work carried out is in the line of set objectives of the proposal	Yes /No
3	Project shall be continued	Yes /No
4	Assistance for the subsequent year shall be released?	Yes /No
5	Any specific suggestions	

**Date:**

**Signature and Name and Sign of Evaluator**

**Place:**

**Name of the Institute of the Evaluator**

**Note:**



**UTILIZATION CERTIFICATE**

Certified that out of Rs..... grants-in-aid sanctioned During the year ..... in favour of ..... under the GUJCOST letter No..... dated..... and Rs..... on account of unspent balance of previous year a sum of Rs..... has been utilized for the purpose of .....for which it was sanctioned and that the balance of Rs..... remaining unutilized at the end of the year has been surrendered to GUJCOST (vide D.D/Cheque No..... dated .....)/ will be adjusted towards the grant-in-aid payable during the next year ie.....

**Signature of  
Principal investigator  
Date**

**Signature of Head of the Institute/  
Account officer with Seal & Date**