

RESEARCH PROJECT PROPOSAL PROFORMA FOR INITIATION OF A RESEARCH PROJECT (RPP-I)

1. Institute Project code :
(to be provided by the PME cell)
2. Project Title :
3. Key words

4. (a) Name of the Lead Institute :
(b) Name of the Division / Regional Centre / Section :
5. (a) Name of the Collaborating Institute(s), if any :
(b) Name of Division / Regional Centre / Section of Collaborating Institute(s) :
6. Project Team (Name(s) and designation of PI, CC-PI and all project Co-PIs, with time proposed to be spent)

Sl. No	Name. Designation and Institute	Status in the project (PI/CC-PI/ Co-PI)	Time to be spent (%)	Work components to be assigned to individual scientist

- 7.. Priority Area to which the project belongs(If not already in the priority area, give justification)

8. Project duration:

Date of start :

Likely date of Completion:

9. (a) Objectives

(b) Practical utility

10. Activities and output details

Objective wise	Activity	Month & Year of		Output monitorable target(s)	% to be carried out in different years			Scientist(s) responsible
		Start	Completion		1	2	3	
1.	1.							
	2.							
	3.							
2.	1.							
	2.							
	3.							

11. Technical Programme (brief)

(a) Material

(b) Techniques / Methodology

(c) Instrumentation

(d) Special material

(e) Analytical tools

12. Financial Implications (in lakhs)

(A) Financed by the Institute

12.1 Manpower (Salaries / Wages)

Sl. No	Staff category	Man months	Cost
1.	Scientific		
2.	Technical		
3.	Supporting		
4.	SRFs / RAs		
5.	Contractual		
	Total		

12.2 Research / Recurring Contingency

Sl. No	Items	Year I	Year II	Year III	Total
1.	Consumables				
2.	Travel				
3.	Field operation/planting/ Harvesting (Man-days/ costs)				
4.	Inter-cultivation & Dressing (Man-days/costs)				
5.	Animal/Green house/Computer Systems/ Machinery Maintenance				
6.	Miscellaneous (other costs)				

Justification:

12.3 Non-recurring (Equipment)

Sl. No	Items	Year I	Year II	Year III	Total
1.					
2.					
3.					
4.					
	Total (Non-recurring)				

Justification:

12.4 Any other Special facility required (including cost)

12.5 Grand Total (12.1 to 12.4)

Item	Year I	Year II	Year III	Total
Grand total				

(B) Financed by an organisation other than the Institute (if applicable)

- i. Name of the Financing Organization :
- ii. Total Budget of the project :
- iii. Budget details :

Sl. No	Item	Year I	Year II	Year III	Total
1.	Recurring contingency				
	Travelling Allowance				
	Workshops				
	Contractual Services/Salaries				
	Operational Cost				
	Consumables				
2.	Non-Recurring Contingency				
	Equipment				
	Furniture				
	Vehicle				
	Others (Miscellaneous)				
3.	HRD Component				
	Training				
	Consultancy				
4.	Works				
	(i) New				
	(ii) Renovation				
5.	Institutional Charges				

13. Expected Output

14. Expected benefits in Economic Terms

15. Risk Analysis

16. DECLARATION

This is to certify that

- the research work proposed in the scheme / project does not in any way duplicate the work already done or being carried out in the Institute on the subject.
- the same project has not been submitted to any other agency(ies) for financial support (if already submitted identify the Project & Agency)
- the Investigator / Co-Investigator have been fully consulted in the development of the project and have fully undertaken their responsibility to carry out the programme as per the technical programme.

Signature

Project Leader

Co-PI- I

Co-PI- II

Co-PI- III

Co-PI- IV

17. Signature of HOD

18. Signature of JD (R)/ Director

CHECKLIST FOR SUBMISSION OF RPP – I

1. Project Title :
2. Date of start & Duration :
3. Institute project or Externally funded project
4. Estimated cost of the project :
5. Project presented in the Division / Institutional Seminar? : Yes / No
6. Have suggested modifications incorporated? : Yes / No
7. Status Report enclosed : Yes / No
8. Details of work load of investigators in approved ongoing projects:

	Project Code	% of Time spent	Date of start	Date of completion
Project leader				
Co-PI- I				
Co-PI-II				
Co-PI-III				
Co-PI-IV				

9. Work Plan / Activity chart enclosed : Yes / No
10. Included in Institute Plan Activity : Yes / No
11. Any previous Institute / Ad-hoc / Foreign aided projects on similar lines? : Yes / No
12. New equipment required for the project : Yes / No
13. Funds available for new equipment : Yes / No
14. Signatures

15. Project Leader Co-PI- I Co-PI- II Co-PI- III Co-PI- IV

HOD/PD/I/c

**PROFORMA FOR PRESENTATION OF STATUS REPORT
FOR PROPOSAL OF A NEW RESEARCH PROJECT**

1. Institute Name :
 2. Title of the project :
 3. Type of research project : Basic/ Applied/ Extension / Farmer Participatory/Other
(Specify)
 4. Genesis and rationale of the project :
 5. Knowledge / technology gaps and justification for taking up the present project including the questions to be answered

 6. Critical review of present status of the technology at national and international levels along with complete reference

 7. Expertise available with investigating group / institute

 8. Brief note on Proprietary / patent perspective (for projects related to technology development)/ Ethics / Animal Welfare / Bio safety Issues

 9. (a) Expected outputs
 - i.
 - ii.
(b) Clientele / Stake holders (including economic and socio aspects)
 - i.
 - ii.

 10. Signature
- | | | | | | |
|--|----------------|----------|-----------|------------|-----------|
| | Project Leader | Co-PI- I | Co-PI- II | Co-PI- III | Co-PI- IV |
|--|----------------|----------|-----------|------------|-----------|
11. Comments and signature

Head of Division