**Annexure-I**

**COVERING LETTER FOR**

**HP SPECIFIC RESEARCH & DEVELOPMENT PROJECTS**

(To be given on institution letter head)

To

**The Director,**

Department of Environment, Science Technology & Climate Change (DEST&CC),

Paryavaran Bhawan, Near US Club,

Shimla- 171001

Sir,

1. A research project entitled “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” is forwarded herewith.

2. It is certiﬁed that the same project or project with similar objectives has not been submitted to any other funding agency by the Invest igator.

3. We have carefully read the terms and conditions of sanctioning the project and agree to abide by them.

4. The organization will provide all necessary infrastructural facilities (both laboratory and administrative) if the project is sanctioned.

5. The organization is fully responsible in regard to matters pertaining to the project.

Yours sincerely,

(Principal Investigator)

(Signature of Registrar/ Director/ Head of the Institution with stamp)

Name:

Designation:

Date……......……..

Place……......……..

**Annexure-II**

**FORMAT FOR SUBMISSION OF HP SPECIFIC RESEARCH & DEVELOPMENT PROJECTS**

**Registration No.: DEST&CC (R&D)/2024-25:**

**1.** **Project Title**  :

**2.** **Thematic Areas (Tick one of the following)**:

**Thematic Area 1: Environment, Climate Change & Natural Resource Management**

**Sub-Themes:-**

* 1. Impact of Hydro-Power Projects on Environment in H.P. specifying minimum ecological flow of river streams.
  2. Solid Waste Management with special emphasis on disposal of polythene/ non-biodegradable waste management in H.P.
  3. Impact of Environmental Pollution viz; Water, Air, Soil on Human Health and remedial measures.
  4. Climate Change Adaptation in Agriculture, Horticulture, Water sector in Himachal Pradesh.
  5. Climate Change and Health Impacts with special emphasis on adaptive measures in H.P.
  6. Problems of Environmental Pollution in industrial areas of H.P.- remedial measures.
  7. Strengthening of Institutional laboratories of academic institutions through calibration of equipments for accuracy in research.
  8. Health & Environment.

**Thematic Area 2: Biotechnology**

**Sub-Themes:-**

* 1. Livelihood promotion through biotechnology based enterprise in Rural Areas.
  2. Development of crop varieties for disease resistance in Himachal Pradesh using biotechnology.

**Thematic Area 3: Science & Technology**

**Sub-Themes:-**

* 1. Application of Science and Technology for the upliftment of rural population in H.P.
  2. Disaster Management especially w.r.t Earthquake resistant structures, landslides and flash floods in H.P.
  3. Health science especially public health and medicine specific to health issues in H.P.
  4. Renewable energy especially w.r.t Solar, Wind and Passive Solar Heating in H.P.
  5. Geospatial technology and its applications in H.P.
  6. Material science and its applications in H.P.
  7. Improved scientific basis for risk assessment and management with regard to water quality in H.P.

**3.** **Duration in months**  : 24 months

**4.** **Total cost** (in numbers and words) : ……… (Max. 10 Lakhs)

**5.** **Name of the Principal Investigator** :

(Whether belong to SC/ST Attach Certificate)

**6. Sex (Male/ Female) :**

**7. Designation and Official Address :**

**8. Telephone :**

Fax :

E-mail :

Mobile No. :

**9.** **Co-Investigator**

(Whether belongs to SC/ ST :

Attach certificate)

**10**. **Sex (Male/ Female)** :

**11.** **Designation and Official Address** :

**12.** **Telephone** :

Fax :

E-mail :

Mob. No. :

**13.** **Project Summary :**

(maximum 150 words)

**14.** **Key words** (maximum 6) :

**15.** **Introduction** (under the following heads)

(a) Relevance of Research Questions :

(b) Addressing priority of the State of H.P. :

(c) New Innovativeness expected in the Project:

(d) Economic evaluation and cost efficiency of the project

(e) How appropriately the expected output answers the questions being addressed in the

specific subject matter/area?

**16. Objectives of Research Project (in bullet form):**

**17.** **Work plan**

(a) Methodology

(b) Milestones- PERT Chart

**18.** **Budget Estimates: Summary**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | **Item** | **Budget** | | |
|  |  | 1st Year | 2nd Year | Total (Rs.) |
| 1. | Remuneration  (Salaries/ Wages)  Max. Rs. 20,000 /- per month (for Project Associate/ Assistant/ JRF/SRF)  (Min. Qualification- Graduation for Helper as per State Govt. norms) |  |  |  |
| 2. | Consumables |  |  |  |
| 3. | Travel |  |  |  |
| 4. | Other Costs |  |  |  |
| 5. | **G. Total** |  |  |  |

**18.1.** **Budget for Remuneration with Justification**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S. No. | Designation of persons engaged in project | Number of persons engaged | Monthly Emoluments | **Budget** | | Total (in Rs.) |
|  |  |  |  | 1st Year | 2nd Year |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | Total |  |  |  |  |  |

**18.2** **Budget for Consumables With Justification**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | Item | Quantity/ No. | **Budget** | | Total (in Rs.) |
|  |  |  | 1st Year | 2nd Year |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | Total budget required | | | |  |

**18.3** **Budget for Travel With Justification**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S. No. | Travel (Only inland travel) | **Budget** | |  | |
| 1st Year | 2nd Year | | Total (in Rs.) |
|  |  |  |  | |  |
|  |  |  |  | |  |
|  |  |  |  | |  |

**18.4 Budget for Other Costs/ Contingencies With Justification**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Other costs/contingency costs | **Budget** | | Total (in Rs.) |
| 1st Year | 2nd Year |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**19.** **Availability of major Infrastructural Facilities & Equipments with the parent**

**institution(s) –**

Yes/ No (Specify)-

**20.** **Detailed Bio-data of the Principal Investigator(s)/ Co-Investigator(s**) including Name,

Address, Date of Birth, Institution’s Address etc. Academic Qualifications (University/ College from where attained, year of passing, class, Thesis title etc.), Whether SC (Y/N).

Publications list (Title of paper, authors, Journal details, pages, year etc.)

Patent list, if any

**21.** **Details of Research Projects** being implemented/ completed/ submitted; separately by the Principal Investigator(s)/ Co-Investigators including Investigator(s) Name & Institute;

Project Title; Project Status (**Completed Projects**-Duration, period, funding agency and total cost; **Ongoing Projects-** Duration, date of start, funding agency and total cost; **Proposed Projects-** Duration, funding agency where submitted, and total cost of the Project, Summary of the project, Major Results/ Highlights of the project including achievement (publications, patents etc.).

**22. Major outcomes expected from the project (Point wise):**

**23.** **Any other relevant information**

\*Format is to be filled by the applicant; with no change in serial number of headings

\*\*The space between headings maybe expanded during filling the application

**Annexure- III**

**ENDORSEMENT FROM HEAD OF THE INSTITUTION**

(To be given on institution letter head)

**Title of the Project:**

1. The Institute certiﬁes the participation of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_as the Principal Investigator and\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as the Principal Co-investigator for the project and that in the unforeseen event of discontinuance by the Principal Investigator, the Principal Co-investigator will assume the responsibility of the fruitful completion of the project (with due information to the funding agency).

2. Certiﬁed that the equipment and other administrative facilities as per terms and conditions of the grant, will be extended to the investigator(s) throughout the duration of the project.

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

Date:

Place:

**Name and Signature of**

**Head of the Institution**