

Council of Science & Technology, U.P.

Vigyan Bhawan, 9, Nabiullah Road, Surajkund Park,
Lucknow-226 018



(General Information and Guidelines for Award of
Research-Assistantship and Grant-in-aid)

Regulation - 1988

AS AMENDED TIME TO TIME
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Department of Science & Technology
GOVERNMENT OF UTTAR PRADESH

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INTRODUCTION

The Council of Science & Technology (CST), U. P., has been supporting and financing research schemes proposed primarily by specialists working in Universities, Post Graduate Institutions and Research Laboratories. The sustained and substantial assistance by Council of Science & Technology since its inception in 1947 has helped considerably the research and development activities in various academic departments and colleges of the State. This has also helped in strengthening research facilities and training of research personnels in different fields of Science & Technology.

Grants are provided for Research Schemes in order to encourage applied research and transfer of technology for the advancement of Science and Technology in the State with the interactions of Universities and other Institutions where adequate research facilities are available.

The CST itself may sponsor certain schemes and locate them in any of the Institutions/Universities if it so decides for reasons of taking advantage of the available research infrastructure and scientific competence to solve the problems of State/Regional importance.

CST supports research & technology transfer proposals in consonance with the Frame work for S & T programmes in the state contained in CHAPTER I.

Research grant is confined to Institutions located within the state and only such Institutions are considered eligible for the award of research grants as in opinion of the CST have adequate facilities for successful execution of research schemes to be sanctioned by the CST.

CHAPTER : I

Framework for S & T Programmes in the State

1. In order to give a boost to Science and Technology related programmes in the State, the U. P. Government has approved guidelines and laid down priority areas to be followed by the Council of Science and Technology while formulating its programme. These are reproduced in the succeeding paragraphs.
2. Considering the resource constraints, financial and others, concentration should be on applied research, more specifically, on the range lying between the threshold of bench-scale research and pilot project stages.

Within the aforesaid range also, efforts should be centered on the following fields:-

1. Agriculture, with special reference to Bio-fertilizers and Post-harvest technology.
2. Rural Technology, with special reference to raising incomes and improving the quality of life.
3. Construction Technology, with special reference to low-cost alternatives.
4. Environment, with special reference to Pollution Abatement Technology.
5. Energy, with special reference to Energy Conservation and Renewable Sources of Energy.
6. Industrial Applications.
7. Utilization of advanced technology, particularly Remote Sensing, in various developmental activities.
8. Computer Applications in Government.
9. Health, with special reference to health care and to the development of indigenous medicine.
10. Biotechnology considering its wide and varied scope in the field of Agricultural , Environment , Industry & Health and to develop infrastructure and Biotech Networking facilities in the State in order to Harness Industries based on Biotechnical Development.

Those projects should be given preference

- (1) where promising results have been obtained,
 - (2) which have a lesser gestation period,
 - (3) which have economic relevance to society in general and to weaker sections and rural areas in particular,
 - (4) which aim to increase the income of the poor and to improve the quality of life of the people.
- CST, NEDA and RSAC will function as the nodal agencies for their respective fields.

3. Since one of the recognized gaps in the field of S & T is the lack of interaction between research laboratories in the State and various user agencies, CST should develop an institutional mechanism for providing such an interface so that the benefits accruing from research could have a practical application in the fields.
4. CST should develop itself as a clearing house for information on S & T activities. In the first phase, subjects indicated in para-I should be taken up.

5. While the major thrust would be on applied research and technology transfer-oriented activities, basic research can be undertaken, but only in special cases, in particular to try and find solutions to need-based location-specific problems.
6. A programme for creating centers of excellence should be taken up in futuristic and emerging areas, like Bio-technology and Genetic Engineering, Advanced Materials Science and Development of Software. Efforts should be made to establish a Software Technology Park in Lucknow-Kanpur Complex, centered around IIT(K), and the ISRO facility at Lucknow. The expertise already evolved in the Engineering Colleges should be utilized for development of advanced materials, such as composites, high-tech ceramics etc.
7. Innovations play a critical role in the process of technological development. Special interest should be taken in the nurturing of innovators, both within and outside the system.
8. The Popularization of Science is an important programme which should focus itself on:-
 - (1) Inculcating an interest in science & scientific pursuits.
 - (2) Demystification of false social beliefs.
 - (3) Spread of awareness of the benefits of science relating them to familiar day-to-day applications.

The target groups in the first phase should be children and women, both urban and rural. Efforts in this direction should be supplemented by associating professional and voluntary agencies.

9. The importance of S & T inputs in the development process is well-recognized. Efforts should be made to integrate S & T with planning by identifying areas/activities in which technological inputs can (a) improve efficiency (b) reduce costs (c) increase the cost-effectiveness of resource-use.

CHAPTER : II

RESEARCH SCHEMES

1. GENERAL

- 1.1 Financial assistance is provided to Investigators (Professors and Scientists) in various Universities, (Post Graduate Institutions, Colleges or R & D Institutions) both in the public and private sectors located in the State.
- 1.2 There may be more than one Investigator for a single project. In such a case the Senior Investigator will be nominated as the Principal Investigator. Investigator need to submit only one project at a time for consideration in CSTUP.
- 1.3 The schemes may be single or multidisciplinary in approach. Each scheme, would have a Principal Investigator and at least one Co-Investigator. In the case of multidisciplinary scheme, one of the scientists representing the major discipline would act as Principal Investigator and the rest as Co-Investigators.
- 1.4 No remuneration/ honorarium/ allowance would be permissible to Investigators including the Principal Investigator.
- 1.5 Each proposal must be specific with end-objective, deliverables and time-target. The Investigator can phase out the programme of work keeping in view the time limitation. The CST provides essential financial inputs for worthwhile viable schemes so as to 'obtain a definite advance in specific field(s) and area(s).
- 1.6 The technical programme should be as detailed as possible outlining the stepwise approach and yearly work-plan.
- 1.7 Research grants of CST, U.P. are intended mainly to supplement the research facilities available with the sponsoring Institutions.
- 1.8 The C S.T , U.P., has an Advisory Committee consisting of scientists and experts of various disciplines, this Committee gives its recommendations regarding the schemes to the Executive Committee. The C.S.T., U.P, after receiving the research proposals submit them to three or more referees/experts in the field for evaluation and comments. The comments of the referees/experts on technical feasibility of the proposal are taken into consideration by the Advisory Committee while conveying their recommendations. The Investigators and Sponsor Institutions are intimated after the Executive Committee of the C S.T., U. P, approves the recommendations of the Advisory Committee. The grants for schemes include financial assistance to meet the expenditure on contingency, equipments and traveling, depending upon the nature of scheme in addition to the stipend for research assistant/associates.
- 1.9 If the schemes are from the education-cum-research institutions, Assistantships (Junior or Senior Research Assistant) will be provided in place of research staff such as Junior or Senior Scientists because the latter would create staff problems at the termination of the schemes. However, the provision of Senior Scientists, Junior Scientists etc. will be considered on the specific recommendations of the Advisory Committee who will examine in depth the needs of the schemes

of the sponsoring Institutions giving an undertaking to absorb in their regular strength the scientific staff sanctioned for the scheme on the completion of the scheme.

- 1.10 The supporting personnel such as field/lab. Assistants or Helpers, Clerks, Typists, etc. will not normally be provided. However, keeping in view the type of schemes and the limitations, the provision of field/lab Asstts. may be considered on recommendations of the Advisory Committee, and on the sponsoring Institutions giving an undertaking to absorb in their regular strength the staff so sanctioned on the completion of the scheme.
- 1.11 Funds for construction works may not be provided except in very special circumstances where the Advisory Committees have specifically recommended the provision of essential experimental structures like animal sheds, small animal houses, glass houses etc.
- 1.12 Sanctioned schemes are renewable each year on the basis of progress report submitted by the Investigators and is liable to termination if progress is not found satisfactory by the CST.
- 1.13 Sponsoring Organizations may seek CST's help for the preparation of viable, need based, mission oriented schemes for the backward and neglected areas.
- 1.14 The Research Assistant may or may not be transferred with the transfer of the Chief-Investigator from the Institution where the scheme has been sanctioned to other Institution/University. If the Research Assistant is not transferred, the research work will be continued with the guidance of the Co-Investigator. In case there is no Co-Investigator the same may be looked after by the Head of the Department or senior faculty members experienced in the concerned discipline with the prior approval of the C S. T.

Transfer of the project to other institution/university, with the transfer of the chief-investigator will be subject to the approval of Director General, CSTUP.

- 1.15 In case the Chief Investigator goes abroad for long assignment, superannuated or otherwise gets disassociated from the scheme the Co-Investigator will automatically assume the charge of Chief Investigator. If there is no Co-Investigator, the scheme will run under the supervision of senior faculty member/Head of the Department of the concerned discipline with the prior approval of CST.
- 1-16 Principal Investigator has to ensure that scientific outcome results of societal benefit are disseminated through visits/publication/reposts.
- 1.17 **Regular monitoring system with regard to research proposals on their timely disposal as per decision taken in 85th meeting of Executive Committee held on 18 May, 2007.**
1. The information about the steps involved in the processing of research schemes should be computerized in the following points by each division/section
 - Title of research scheme/Name of Principal Investigator/Institution
 - Total grant proposed
 - Duration
 - Date of sending acknowledgment to principal investigator or obtaining documents, if necessary, related to scheme
 - Date of sending the research schemes to experts
 - Date of receiving the comments of experts with opinion
 - Date of putting the proposal in Advisory Committee Meeting of related discipline
 - Recommendation of Advisory Committee
 - Recommended
 - Not recommended
 - Suggestions/revision
 - Date of sending the rejection letter/suggestion of advisory committee to principal investigator
 - Date of putting the recommended research schemes in Executive Committee Meeting.

- Decision of Executive Committee
 - Approved
 - Not approved
 - Date of sending the sanction letter decision of Executive Committee to Principal Investigator
2. Director, CST, UP shall monitor the progress every month and send the Monitoring Report including reports of various sections on the prescribed proforma to the Director General Through Secretary, CST, UP
 3. The research project in a financial year shall be received in the CST office up to 31st October of the financial year only. However in exceptional cases, DGCSTUP may order for entertaining proposals which are received after due date.
 4. The acknowledgement for the receipt of research schemes should be sent within two days to Principal Investigator from the date of receiving the research schemes in the divisions/sections. The research scheme received in the division/section must be scrutinized by divisional head within a 10 days time and further information/details pertaining to research proposal in necessary, be obtained.
 5. The research schemes with all documents should be sent to experts after approval of Director, CSTUP within 15 days from the date of receipt of research scheme by concerned division/section.
 6. Efforts should be made to seek the comments of experts within three weeks time. If their comments are not received within the period, it will automatically be assumed that the concerned expert is not in a position to send his comments on the project and the expert should be changed immediately to seek the comments on the research scheme.
 7. The meeting of Advisory committee of respective discipline should be held at least quarterly and the research schemes with the comments of experts should be put up in the very next meeting for consideration.
 8. The research schemes, which are recommended by Advisory Committee, should be put up in the very first next meeting of Executive Committee (fixed by competent authority, Director General, CST,UP) for approval.
 9. Whole process up to this stage must be completed by end of December every year so that all the remaining proposals are ripe to be put in the next meeting of Executive Committee in the month of January or so.
 10. As soon as the minutes of Executive Committee Meeting are received in the division /section , sanction of research schemes must be conveyed to Principal Investigator/ concerned institutions within one week by concerned division/section .
 11. Within 3 months from the date of sending the sanction letter, Principal Investigator must appoint research staff as approved in the project. Any relaxation in time period or conditions of appointment of research staff shall not be granted unless approval in advance has been taken from DG CSTUP. However, in exceptional cases where Principal Investigator is not able to appoint research staff within three months period be must inform CSTUP with reasons and must seek further time beyond the period of three months. The extension can be provided to Principal Investigator/Institution for the appointment of research staff on the discretion of Director General, CSTUP.
 12. In order to expedite the commencement of the research project, the Principal Investigator/Institution are authorized and can exercise the discretion to make appointments of research staff without prior approval of CSTUP and the Principal Investigator or the Institution may allow to join of the research staff without prior approval of CSTUP but it shall be the complete responsibility of the Principal Investigator/Institution to ensure that all the rules and regulations in appointment of research staff have been followed in words as well as in spirit. If any time subsequent that the appointment made are not in conformity with rules, regulations and norms of the Council, in that circumstances the Principal Investigator/Institution shall be completely responsible towards payment of research assistantship and CSTUP shall bear no expenses on this part to the least. It is made clear that these provisions are meant only for

normal appointments without claiming any relaxation either in age of qualification or in any other norms of CSTUP. For an illegal appointment or for joining which is against rules and regulations or norms of CSTUP, no funds shall be released to Principal Investigator/Institution.

13. Necessary documents pertaining to joining of research staff in the research scheme must be got received by the Principal Investigator in the Council within two weeks, thereafter.

14. The file of research scheme for the release of grant be put up within one week by the concerned division/section to Director, CSTUP, who will send the file to Account Section within one week for release of grant only if the file is complete in all respects and the required formalities under various rules and regulations of CSTUP have been complied with. The Account Section will send the file, after examining, with its proposal to Director/Secretary, CSTUP, within 7 days at the most, who will send the file with his recommendations to Director General for approval to release the grant only, if required. Within one month of presenting the file by the Director in Account Section, the grant through Cheque or Demand Draft must be sent to concerned Institution by Account Section.

15. The project is deemed to be started from the date of joining of Research Assistant. It must be amply made clear to all Principal Investigator, that they must send the periodical progress reports (period means regular time interval fixed for monitoring the project) within 15 days of the completion of the period mentioned in the project to CSTUP and must ensure its receipt also, in CSTUP within this time.

If such reports are sent late or are received late in CST, UP, further renewal of the project shall not be done. There shall be no relaxation in this class.

16. In CST, as soon as the Periodical Progress Report (PPR) is received in CSTUP, The process of evaluation of the project in CSTUP must be completed within a month and the Principal Investigator must be informed about the continuity/discontinuity of the project with 15 days thereafter. In every case the renewal or discontinuity decision about the project must be made final, within 2 months of the completion of the period of the project, so fixed.

17. When a project is complete, all provisions, regarding timely submission of PPR and its evaluation, as mentioned in foregoing clauses shall apply mutates mutandis.

After the evaluation of a completed project, the reports about it be published in the News Letter of CSTUP as well as be sent to Government for their utilization.

PROCEDURE FOR PROVIDING GRANTS

2. TERMS AND CONDITIONS

Application for grant of Research Scheme may be submitted in the prescribed form (Proformas attached). The application may be forwarded through the Head of the Institution duly certified that (i) necessary laboratory facilities are available and will be provided to the Investigator to work on the proposed scheme and (ii) the Department/Institute will discharge all its obligations particularly in respect of management of the grants given. Proposals can be submitted at any time during the year. Investigators are required to submit one project at a time only.

3. ANNOUNCEMENT OF GRANT AND RELEASE OF FUNDS

CST funds are placed at the disposal and control of the sponsor Institution which is vested with its accountability. The quantum of financial assistance to each sanctioned scheme is indicated in the original award/letter. Grants are released in one installment for each fiscal year. Initially the first installment is released as soon as the Investigator communicates the commencement of scheme work, usually with the appointment of Asstt(s) (if provided) or from the date of signing investigator-in-charge undertaking (if Assistant not provided) and also completes the other requisite formalities, such as, certifying that no other aid giving agency is funding the scheme Once a scheme has been sanctioned by CST and the staff appointed, the sponsor University/Institution may as an expedient, advance money for payment of stipends of Asstts. of research

personnel and subsequently recoup it from the grants remitted by CST on this account. The equipment grant is released in a lump sum.

Subsequent payment(s) of grants will be made when a formal receipt of grant, a certificate of utilization in respect of grants released and a report indicating the progress of work done during the last one year have been received from the Investigator duly forwarded by the concerned authority. Normally the scheme will run for the tenure agreed to on the basis of satisfactory progress report.

4. TENURE

The total tenure of any scheme is 3 years. The schemes are generally sanctioned for a period of two years (if not asked for a shorter duration by the Investigator) during which work is expected to be completed. The period may be extended by a year more on the recommendation of the concerned Advisory Committee on the basis of satisfactory progress of work.

5. APPOINTMENT OF PERSONNEL

5.1 Appointment of Research Assistant in the schemes

Research Asstt./Associates in the schemes are to be selected by interview. The Investigator may constitute a Selection Committee with the approval of the Dean of faculty/head of the Institution. The vacancy may initially be notified on notice board of the University/neighboring Institutions and also. If necessary circulated to concerned department. Qualifications and age of Research Asstt. Associates appointed in the scheme should normally confirm the criteria specified by the CST. However, the Selection Committee may marginally relax these criteria in most deserving cases where the applicants otherwise found suitable for specific research programme for special qualifications research experience. The reasons for such relaxation should be clearly recorded in the minutes of Selection Committee and sent to the CST along with full details of all the applicants who were interviewed.

5.2 For appointing Research Asstt. for short duration not exceeding 6 months the usual procedure of selection as mentioned above, may be waived off and the fellows be appointed by the Investigator In charge of the scheme in consultation with the head of the department under intimation to CST.

5.3 The Investigator with the concurrence of the Dean/Head of the Institution may allow the selected Research Asstt. to join on any date after the date of the meeting of the Selection Committee, provided the candidate fulfills the conditions specified above. The duly approved proceeding of the Selection Committee may however be sent to the CST for consideration and issue of formal award letter. In other cases, where relaxation has been recommended by the Selection Committee in respect of division grade or age of the fellow should not be asked to join without the prior approval of the CST.

5.4 The Council has left the appointment research staff to the institutions provided all such appointments are done through properly constituted selection committees and within the criteria specified by the Council. For marginal relaxations, prior approval of the Council would have to be obtained.

5.5 The tenure of the scheme and that of the Research Fellow in the scheme are coterminous. In other words. tenure of the Research Asstt./ Associates shall cease from the date scheme terminates irrespective of the period of Asstt. ship/ Associateship held by him/her in that scheme

6. ELIGIBILITY FOR RESEARCH ASSISTANTS/ASSOCIATES/RESEARCH PERSONNEL

Only Indian citizens who are resident of Uttar Pradesh are eligible for Research Asstt ships/ Associate-ships or for award of research grants under the CST.

7. JUNIOR RESEARCH ASSISTANT

- 7.1 Junior Research Asstt. ship (JRF) may be awarded to holders of M. SC. (Ag.), M. Sc., M Pharm., M.V.Sc., Bachelor of Engg./Technology (B.E./B. Tech.) or equivalent degree.
- 7.2 High academic attainment with 1st class in graduate and post graduate examination.
- 7.3 The upper age limit for a Junior Research Asstt. shall be 28 years as on 1st of April of the year in which the application is made.
- 7.4 A Junior Research Assistant is given a stipend of Rs.20,000/- p. m. or whatever amount is revised and fixed by the Executive Committee.
- 7.5 In case a Junior Research Asstt. at the end of second year does not have published or accepted paper, technical report etc. to his credit, the Asstt. ship shall automatically stand terminated from the date of completion of tenure of two years as Junior Research Asstt. ship.

8. SENIOR RESEARCH ASSISTANT

- 8.1 Senior Research Asstt. ship (SRA) may be awarded to holders of M. Sc., M. Sc. (Ag.), M. Pharm., M.V.Sc. or equivalent degree with high academic attainment and at least two years research experience after M. Sc. etc., as evident from the published papers in reputed Journals, or 1st class M.E./M. Tech. or equivalent degree or 1st class M. B. B. S. (with completed internship in medicine.)
- 8.2 The upper age limit for Senior Research Asstt. shall be 32 years as on 1st April of year in which the application is made.
- 8.3 The Senior Research Assistant is given a stipend of Rs.22,000/- fixed p.m. or whatever amount is revised and fixed by the Executive Committee.

9. POST - DOCTORAL RESEARCH ASSISTANT

- 9.1 The upper age limit will be 35 years as on 1st of April of year in which the application is made. Only in exceptional cases age limit may be relaxed marginally at the discretion of the CST.
- 9.2 Post-doctoral Research Asstt. ship will be awarded to those possessing Ph. D. or equivalent degree.
- 9.3 A Post-doctoral Research Asstt. will be entitled to a suitable stipend p.m. with necessary contingent grant on year wise basis.

10. RESEARCH ASSOCIATE

- 101 Persons possessing minimum Ph.D. or equivalent degree or M. Tech., M. E., M. D. with three years research, design and development experience will be eligible for consideration for appointment as Research Associate.
- 10.2 The upper age limit for the appointment of Research Associate is normally 35 years.
- 10.3 The Research Associate is given reasonable emoluments with necessary contingent grant on year wise basis.

11. EMOLUMENTS OF RESEARCH PERSONNEL

1. The emoluments of research personnel working in R&D projects/programmes of Council of Science & Technology, UP, Lucknow have been revised from time to time by the council The amount of emoluments

offered to various category working in R&D projects would be periodically revised in order to attract better research personnel to conduct high quality of research work. The present rates of emoluments being offered to these research personnel which have been brought in to effect from 01 April, 2015 are given as under:

2. Science Discipline:

- a. All those Research Assistants having first class M.Sc. degree engaged in various schemes will be allowed Rs. 20,000/- per month in the first and second years.
- b. All Research Assistants from 1 (a) above in the third year of their engagement will be allowed Rs. 22,000/- per month.
- c. For lateral entry in the Senior Research Assistant position a candidate shall possess Masters degree in Science with first class followed by at least two years of research experience. Such candidates will be allowed Rs. 22,000/- per month.
- d. Those with Ph.D. in any branch of Science & Agriculture will be allowed Rs. 22,000/- per month in the first two years and Rs. 26,000/- per month in the subsequent years.

2. Engineering Discipline:

- a. All Research Assistants of engineering discipline having B.E./B.Tech degree will be allowed Rs. 22,000/- per month for the first two years.
- b. Research Assistants from 2 (a) above in the third year of their engagement will get Rs. 22,000/- per month.
- c. Those with M.E./M.Tech will be allowed Rs. 22,000/- per month in the first two years and Rs. 26,000/- per month in the subsequent years.

3. Medical Discipline :

- a. All Research Assistants of Medical discipline having MBBS degree will be allowed Rs. 22,000/- per month for the first two years.
- b. Research Assistant from 3 (a) above in the third year of their engagement will get Rs. 22,000/- per month.
- c. Medical graduates with one year internship who are engaged as SRA will be allowed Rs. 22,000/- per month.
- d. Those having MD/MS degree will be allowed Rs. 26,000/- per month.

4. Veterinary and Animal Husbandry discipline:

- a. All Research Assistants of veterinary and Animal Husbandry discipline having B.V.Sc. and A.H. Degree will be allowed Rs. 22,000/- p.m. for the first two years.
- b. Research Assistants from 4 (a) above in third year of the engagement will get Rs. 22,000/- p.m.
- c. Those having M.V.Sc. degree will be allowed Rs. 22,000/- p.m. in first two years and Rs. 26,000/- p.m. in the subsequent years.

5. Research Associateship:

The following two categories may be considered for fellowship of Research Associates (i) Rs. 28,000/-p.m. fixed (ii) Rs. 30,000/-p.m. fixed depending upon the recommendations of the selection committee and approval of Director General, CST, UP, Lucknow.

- a. Those with two years experience after MD/MS degree.

- b. Those with two years experience after ME/M.Tech. degree.
- c. Those with two years experience after Ph.D. in basic or agricultural Sciences.
- d. Those with fresh Ph.D in Medical/Engg. or Technology discipline.

6. Young Scientist fellowship

The scientist availing young scientist fellowship under young scientist scheme will get a fellowship of Rs. 32,000/- p.m. fixed (all inclusive).

- 7. Revised emoluments as above will be payable from 1st April, 2015 in respect of running research schemes/projects and new research schemes/ projects being supported by CSTUP now onwards.
- 8. The other allowances like HRA etc. will not be paid by the Council to research personnel.
- 9. The contingency grant amounting Rs. 50,000/- per year is normally sanctioned in individual research project with one research personnel to meet the expenditure involved for the purchased of chemicals, glassware's , diagnostics and clinical test etc. and POL for field work
the contingent grant above the limit of Rs. 50,000/- per year is also sanctioned in the research projects depending on the nature of study proposed in the project and its relevance to the state considering the requirement of costly chemicals , bio chemicals, diagnostics and clinical tests and other materials.

11.(A) RESEARCH PERSONNELS OTHER THAN RESEARCH ASSISTANT/RESEARCH ASSOCIATES

The salary of the staff provided in the scheme will be the same as in the sponsoring Organization. The qualifications and age etc. will be the same as in the case of sponsoring Organization.

12. OBLIGATIONS OF RESEARCH ASSISTANT/ ASSOCIATES/ PERSONNELS

The following are the obligations that a Research Asstt./Associate is expected to meet under the research scheme.

- (i) He must be a full time researcher and submit himself to the disciplinary regulations of the University/ Institution/ Laboratory in which he is working. Regular attendance of the Asstt. may be ensured by the supervisor by keeping an attendance register.
- (ii) Each Research Assistant Associate shall be required to submit to the CST annual report on the progress of his work through his Supervisor/Guide in the prescribed proforma.
- (iii) Once a Research Asstt./ Associate accepts the Fellowship and joins, it is incumbent on him to continue the Asstt. ship for the normal tenure or for such less duration when the original objectives of the research problem have been achieved.
- (iv) No Assistant shall discontinue his Asstt.ship without the prior approval of the CST. In case he wants to discontinue his Asstt.ship prior to the completion of the tenure or the attainment of original objectives of research, he must submit his resignation to the CST through the Supervisor at least one month in advance indicating specific reasons for not continuing the Asstt.ship. The Asstt.ship shall cease from the date as approved by the CST.
- (v) Before termination or resignation from the Asstt.ship a Assistant must send six copies of detailed final consolidated report of the research work done through the Supervisor to the CST in the prescribed proforma.
- (vi) Research staff shall not make any correspondance directly to CSTUP but through their supervisors only.

13. LEAVE

A Research Asstt. will devote the whole of his time to research during the period of his Asstt. ship. However, grant of leave to the Research Asstt./ Associates under the CST will be regulated as under :

- (i) Casual leave limited to 14 days in a year and not exceeding eight days at a time may be allowed by the Investigator.
- (ii) Special leave of one month in a year, on full pay on medical grounds in addition to casual leave may be sanctioned by the Investigator.
- (iii) Leave upto three months may be granted during the tenure of Research Asstt. on grounds of ill health at the discretion of the CST, but during the period of such leave, a Research Asstt. will not be entitled to draw any salary.
- (iv) Leave accounts of the Research Asstt./ Associates should be maintained by the Investigator and a copy of it should be sent for information of CST duly countersigned by the Head of the Department, regularly six monthly.
- (v) A Research Asstt. will be entitled to reasonable vacation leave such as summer vacation or any other holiday observed by the University/Institution/Laboratory concerned where research work is going on. The period of vacation of holidays may be curtailed in the interest of research work by the investigator.
- (vi) In case of a married woman Research Asstt. leave upto three months period on ground of maternity may be allowed by the Investigator. During such period of absence, the Research Asstt. would be entitled to half of Asstt. ship (salary) drawn by her prior to her proceeding on leave provided she returns back to her research work after the leave. This concession, will be allowed only after the Research Asstt. resumes her research work and at the discretion of the Investigator who would satisfy himself that the backlog in research work on account of her absence will be covered during the remaining period of the scheme.

14. DISCIPLINE

- 14.1 Research Assistant/Associates appointed in the scheme can not undertake any other remunerative work except with the previous approval of the CST.
- 14.2 An undertaking by the Research Staff employed under the Scheme/Project shall be furnished to the CST in the Prescribed Form to the effect that they shall not apply for or obtain a patent for invention/discovery made or the engineering and technical know how of processes developed by them save with the permission of the CST obtained in writing and in accordance with such conditions as may be laid down by the CST. The name of Council of Science & Technology, U.P., shall be mentioned in all such patents and the financial assistance rendered by the CST be acknowledged.
- 14.3 The selected research staff in the scheme shall give an undertaking in the prescribed form to the effect that he will devote his full attention to the research scheme and unless there are compelling reasons, they will not leave the scheme midway without the permission of C.S.T., U.P.
- 14.4 In case the Research Asstt. is likely to leave the Scheme work before completion they should give intimation to that effect to the CST through proper channel about two months in advance, so that it may be possible to procure the services of another Research Asstt. to associate them for sometime with the Research work to complete the Scheme/Project.

14.5 An outgoing Research Asstt. should leave a detailed progress report of work done so that the work already done may not be wasted and utilized for further research work.

15. TERMINATION OF SCHEME

15.1 The CST may terminate Scheme/Services of a Research Asstt./ Associate at any time if it is not satisfied with the progress or performance of the scheme of Research Asstt. It may also withdraw or cancel the grant sanctioned for any Research Scheme if it appears that the grant is not being properly utilized or is likely to be misused.

15.2 In case of termination of the services of a Research Asstt. or resignation from the Asstt. ship a substitute having requisite qualification may be appointed with the approval of CST to carry out Research work during the remaining period of the scheme.

15.3 If a Research Asstt. leaves without permission, Asstt. ship amount due at that time shall not be paid to him by the Institution. till all other University dues are cleared and certified by the University/ Institution Responsibility in such a case shall be that of the University/Institute concerned.

15.4 Unspent balance of grants due to termination/resignation of/from Asstt. ship must be refunded to the CST immediately by means of cheque/demand draft in favour of CST.

15.5 Research Asstt. must settle their claims within one year of leaving the Asstt. ship. No claim will be admitted by the CST after one year of leaving the Asstt. ship.

15.6 The Scheme Asstt. ship will automatically be cancelled, if work could not be started within six months time of the date of the sanction of the grant by the CST.

15.7 If CSTUP finds that project work is not original and is duplication it reserves the right to abandon the project immediately.

16. PROGRESS REPORT, RENEWAL AND EXTENSION OF THE SCHEME

16.1 The C.S.T., U. P., will monitor the progress of scheme to ensure that the funds are effectively utilized for optimum results. For this purpose investigators of research schemes are required to submit the first progress report after 9 months from the date of the start of the scheme to the C.S.T., U. P. This report should be sent in the prescribed proforma. On the basis of this report, the scheme will be renewed for the next year. The second progress report should be sent to the C.S.T., U. P., after 1 year 10 months from the date of the start of the scheme.

16.2 Normally the schemes are sanctioned for the period of two years. The period may be extended by CST for a further period of one year where adequate justification is furnished. In these cases the Investigator should submit the detailed Progress Report on the Prescribed Proforma with full justification and proposed plan of work to be carried out for third year, two months before the expiry of the tenure period. The Progress Report will be evaluated by the CST and if the Progress Report has been found satisfactory, the scheme will be extended for third year.

16.3 Extension to the period of scheme shall not be granted for writing work of the final report or for completion of work. Both the things shall be completed within the tenure of scheme.

16.4 The Progress Report of the desired period during the tenure of the scheme should be submitted to the CST within one month of said period along with the copy of publications made out of the study, bearing co-sponsorship of CSTUP. If the Institution fails to submit the report within time, the CST may feel that the Investigator is not taking interest in achieving the objectives of the Scheme. In this way Scheme is liable to be discontinued and the grant already released will be refunded to the CST.

17. FINAL TECHNICAL REPORT

- 17.1 The investigator of the Scheme is required to submit a final Technical Report in the Prescribed Proforma to the CST within three months of completion of scheme. This report must be detailed and should include the original objective of the scheme how far these objectives have been achieved, how the results benefit the technological development or enrich the existing knowledge on the subject. Failure to submit the final Technical Report on completion of the scheme will disqualify the Investigator for seeking further assistance in future, from the CST.
- 17.2 In addition to the Final Report the summary of the achievements and conclusion drawn both in English and popular (Devnagari script) languages and proforma for Performance Audit in Scientific Research & Development Project should also be submitted to the Council.

18. PUBLICATION OF RESULTS AND PATENT RIGHTS

- 18.1 The results of a Research Scheme may be published in Research Journals in India or abroad at the discretion of the Investigator. The copies of the papers accepted/published in the joint names of the Investigator and the Research Asstt. shall be sent to the CST for record while publishing the results of any research work conducted with the help of the CST funds. The fact of receipt of assistance from the CST should be suitably acknowledged in the published material. Similar action should be taken in respect of a thesis submitted by a Research Asstt.
- 18.2 Every incentive should be given to Research Workers for obtaining higher degree through their Research Work provided there is no deviation from the programme of work approved for them.
- 18.3 Prior approval of the CST should be obtained before permission is granted to a Research Worker to utilize the data collected by him during the work in a scheme for submitting a thesis for higher degrees.
- 18.4 In order to avoid rival claims in the case of schemes wherein several Research Workers work as a group, a certificate should be furnished to the CST by the officer-in-charge of the scheme to the effect that the worker who is proposing to utilize the data is the best one to do so from amongst them.
- 18.5 Before a thesis is submitted to a University or Institution for the award of a Degree or Diploma either of thesis or a synopsis thereof (with appendix of the unpublished material) should in the first instance be submitted to the CST with a certificate from the Officer-in-Charge of the scheme regarding the suitability of the thesis for the purpose of obtaining higher Degree or Diploma.
- 18.6 No thesis or synopsis should be submitted by a Research Worker to University or Institution before necessary permission thereof has been granted by the CST.
- 18.7 The acknowledgement of the help rendered by the CST in carrying out the investigations should be made in the thesis by the Research Workers.
- 18.8 The officers who supervise the scheme cannot claim the research work as his own or utilise the results thereof for obtaining higher degrees or diplomas.
- 18.9 No Investigator shall make commercial use of the results of work of the scheme either by patent or otherwise. The CST reserves the exclusive right to determine, after consultation with the Investigator or any other person whom the CST may deem fit, whether any patent shall be taken out and what commercial use, if any, shall be made of any results of the investigations. The patent, if any, shall be in the name of the Council of Science & Technology, U. P. and the CST shall retain exclusive right to commercially exploit the process. The shares, if any, of the royalty to the Investigator/University/Institute providing research facilities, in the Council of Science & Technology, U.P., will be determined by the CST.

19. DEMAND FOR ADDITIONAL FUND

- 19.1 The proposals for additional grants in the scheme sanctioned by the CST should be made in the Prescribed Proforma.
- 19.2 The amount of additional grants should not normally exceed 25% of the original Project estimates.
- 19.3 While giving justification for additional grants no alteration or modification, either in the structure or in the objectives of the schemes should be made.

20. CONTINGENT AND EQUIPMENT GRANT

- 20.1 The amount of Contingent Grant in schemes may vary depending upon the subject and the problem of Research. The contingent Grants may be utilized to cover expenditure on following items:

- i Tours undertaken as an essential part of research work and Daily Allowance.
- ii Purchase of books etc. not normally available in the Institution.
- iii Special consumables or other materials essentially required for Research.
- iv Availing of part-time services of Technicians if required in the scheme.
- v Chemicals/Consumable items required for the Research Work.
- vi Small equipments required exclusively for the Research Work which are not available in the Institution/Laboratory.
- vii Photographic materials for the Research Work or Thesis Work.
- viii Computation charges.
- ix Reprints/Off-prints of papers of the Investigator/Assistant published while working on the Scheme/Assistantship.
- x Stationery and postal charges.
- xi Typing of Research Papers/Thesis.

No expenditure is to be incurred for purchasing furniture and office equipments.

- 20.2 Purchase of books of relevance to the Research topic provided these are not available in the library of the University College/ institution. The requisition recommended by the Supervisor and certified by the Librarian is to be approved by the Dean/Head of the Department/Faculty of the College/Institution. The books will become the property of the University/Institution's library after the Research Fellowship Associate ship is over. Not more than 25% of the total annual contingent grant can be utilized for this purpose.
- 20.3 Towards meeting actual train fare and D. A. during tours of the Research Asstt. the daily allowance should not exceed Rs. 30/- per day for a maximum period of 50 days in a year and the traveling allowance will be for the class entitled to as per rules of the University/ Institution where the Asstt. is working. The calculation of the daily allowance will be made from the date of commencement of the journey to the date he returns to the Headquarters.
- 20.4 The Investigator of a Research Scheme can utilize the Grant towards T. A. and D. A. at University/ Institution rate for attending Seminar/Symposium for presenting accepted papers, and for field work connected with the Research Project.

20.5 T. A. and D. A. can be provided from the Contingent Grant to either the Investigator or to his Research Fellow and not to both for the same Seminar/Symposium.

20.6 Equipment grant is provided for the fabrication of particular equipment outright purchase of equipment vitally required for the work, otherwise not available in the Institution. Vehicles like Jeep or Car are not to be included in the Scheme as these items are not sanctioned by the CST.

21. POWERS OF INVESTIGATORS/SUPERVISORS

21.1 To facilitate speedy day-to-day working of the schemes and Junior/Seminar Research Assistantships and Associateships of CST, the following powers can be exercised by the investigators/Supervisors of schemes directly on Research Assistant in concurrence with the Head of the Department/Dean of the faculty:

(i) Sanctioning leave when it is due subject to para-5.

(ii) Approving tours of investigators of Research Schemes/Research Asstt. for tours undertaken in the interest of Research Work such as follows:

1. Attending Symposium/Seminar/ Conference, provided the investigator Asstt. is presenting a paper which has been accepted.
2. Field work connected with the Research.
3. Computation work and 4. Consulting rare reference volumes in the nearest University/Research Institution/Library.

22. UTILIZATION CERTIFICATE

22.1 A certificate of utilization in the Prescribed Form in respect of a grant sanctioned by the CST will be submitted at the end of every year.

22.2 In case the University/Institute fails to submit the Utilization Certificate within stipulated time in respect of grant sanctioned for the purpose or do not refund the unspent balance of the grant within specified time, The CST shall deduct the amount to that extent from the grants-in-aid sanctioned to the said Institute in connection with other Schemes/Projects.

23. SUBMISSION OF ACCOUNTS

23.1 Within one month of the completion of scheme statement of accounts of grant sanctioned shall be forwarded in the Prescribed Form to the Secretary/ Director, CST by the Head of Institution or the Department concerned through the Executive Head of the Institution to which the grant is sanctioned.

The statement should clearly Indicate the amount of grant actually utilized for different purposes and necessary particulars of Chemicals, Reference Books, etc. purchased out the grant.

23.2 Chemicals, Reference Books and other articles purchased out of the contingent grants shall be utilized on the research scheme and will be kept with the Research Institution concerned which shall be free to utilise it for other Research Work. With regard to individual items or equipment worth over Rs. 20,000 - CST reserves the right to transfer them to any of Research Laboratories Universities of Uttar Pradesh or may adopt any other mode of disposal after the scheme is over. However, all small equipments, books etc., purchased out of the grant would normally become the property of the University/Institute on the condition that the Investigator/ Asstt. shall have a free and unfettered use of these until the conclusion of the Scheme/ Asstt. ship. In the event of misuse of any property purchased out the grant the Institution concerned shall be liable to make good the loss to the CST.

- 23.3 The head of the University or Institution to which a Scheme is assigned or Research Grant is allocated shall be responsible for proper utilization of the grant and for proper rendering of accounts of the grant including the account of materials, books etc., acquired with its help. University and Institute receiving grants from the CST will maintain separate accounts for each Research Scheme on a ledger type system on Prescribed Proforma.
- 23.4 The University/Institution shall be responsible for having the account relating to grant sanctioned by the CST audited by the agency which carries out audit of the accounts of that University/Institution. A copy of the Audit Report shall be furnished to the CST soon after the audit is completed.

24. Research Misconduct

R&D institutions/ universities/ colleges/ organizations receiving financial support from CSTUP will have to ensure good research practices and check the allegation or instances of research misconduct. The recipients organizations will be responsible to deal with the matter in fair and timely manner with the information to Director, CSTUP. Host institution will take appropriate action regarding the project sanctioned if the research misconduct is substantiated.

CHAPTER-III

YOUNG SCIENTISTS SCHEME

The main objective of the scheme is to provide grant in aid to Young Scientists, who have adequate background and training in important areas of science & Technology and show inclination to undertake activity related to R&D. This scheme will be useful to young scientists to pursue their bright ideas in newly emerging frontier areas of research in science and technology, to work for integrated research programme involving interdisciplinary fields and to acquire experience in the management of a project. The specific, time bound and result oriented projects would be considered. Young Scientists up to 35 years of age (relaxable by five years in the case of SC/ST/OBC, women and physically handicapped) with minimum qualification of Ph.D. in any branch of science and technology, or M.D. or M.Tech will be considered under this scheme. The candidates from Universities/degree Colleges are particularly encouraged to apply. The details of the scheme are as follows:-

OBJECTIVES :

1. To provide quick research support to young scientists for pursuing exciting and innovative research ideas.
2. To provide opportunities for interaction and exchange of ideas with scientific community.
3. **To involve young scientists in national S&T development process.**

ELIGIBILITY :

1. The applicant should possess any of the following degrees:-
 - (a) Ph.D in Basic Science (Life Science, Physical Science, Chemical Science, Earth & Atmospheric Science, Mathematical Science). Engineering/Technology, Medicine/Surgery, Pharmacy, Veterinary Science, Agricultural Science or equivalent.
 - (b) Masters degree in Engineering/Technology, Medicine/Surgery, Pharmacy, Veterinary, Agriculture or equivalent.
2. The candidate should be less than 35 years on the date on which the application is received in Council of Science & Technology, U.P. However, age relaxation of 5 years would be given to scientists belonging to SC/ST/OBC, Women and Physically Handicapped category.
- 3- Only Indian citizens who are resident of Uttar Pradesh are eligible for Young Scientist Award.

FUNDING

1. The funding is provided up to a maximum of Rs. 9.00 lakhs for a period not exceeding three years. If the proposed objectives can be achieved in less than three years, the budget may be reduced accordingly.
- 2- Funds are provided for, consumables, travel and contingency. Additionally, the applicant if not holding a regular position or not drawing any other fellowship/ stipend/salary, can draw a fellowship amount of Rs. 32,000.00 per month (all inclusive). The fellowship amount is taxable. In cases, where the applicant is holding a regular position, he/she can seek a manpower at junior level (JRA, Project Assistant, etc.)

General Guidelines for Submission

1. The applicant should fulfill the eligibility criteria (education and age) as given under "Eligibility"
2. The funding is upto a maximum of Rs. 9.00 lakhs for a period not exceeding three years.
3. All care must be taken to write a good scientific proposal. The proposal should contain significant novelty and should lead to enrichment of scientific knowledge in the field. Routine extension of Ph.D. or any other such work will be discouraged. The candidates who are unemployed and drawing fellowship from the project are encouraged to choose the place or work different from the place where they have completed their Ph.D. or other degree obtained in the immediate past.
4. Projects which involve Recombinant DNA work should be examined and certified by institutional Biosafety Committee.
5. Projects, which are clinically oriented or projects, which involve experiments with human and/or animal material, should be examined and certified by Institutional Ethics Committee.
6. All the required information should be given in the text of the proposal itself and not as annexures.
7. Incomplete application and application lacking scientific/technical details will not be considered.
8. The proposal should be forwarded by the Head of Institution where the candidate desires to work. In case the candidates who are on regular services, should send their proposal through their employer/Head of Institution.
9. 10 copies of the proposal in the prescribed form should be submitted to the Director, Council of Science & Technology, U.P., Vigyan Bhawan, 9, Nabiullah Road, Surajkund Park, Lucknow.

CHAPTER- IV

24. Transfer/Extension of Technology Schemes

The programmes/projects pertaining to technology development, upgradation & transfer are supported under this head. The activities include scale up studies, pilot studies, prototype development and fields trials, demonstration & training etc. The R&D projects in various disciplines of Engineering & Technology, such as Civil Engg, Electrical Engg, Mechanical Engg, Chemical Engg, Electronics & Communication Engg, Computer Engg, Information Technology, Oild & Paint Technology, Plastic Technology etc. are funded by CSTUP to Central & State Government supported Engineering Colleges/Institutions and R&D centres located in the State. Besides these projects/schemes, multi disciplinary R&D projects keeping in view needs of the state are also taken up for the Scientific & Technological advancement of the State. Focus is given on thrust areas as identified in various disciplines of Engg & Tech by CST, UP. The above research projects/schemes are also governed by **General Information & Guidelines for Award of Research Assistantship & Grand-in-aid Regulations-1988** as mentioned in the Chapter-II of Research schemes.

There is no denying the fact that despite tremendous growth of institutional infrastructure in the fields of Science and Technology there has been no corresponding growth of economy of the nation. The reason is obvious; lack of application of the results of the researches and of the developed technological know how for the economic development. Again, there may be two reasons for not having the application schemes; the attitude of Scientists remains fixed for doing researches for the sake of research and also no sufficient opportunities have been given to the Scientists to prove their research work on commercial scale. Of late, it has been realised by the Council of Science & Technology, U.P. (CST) that the organisations like ours should give the lead in taking up the schemes of Transfer of technology. With this idea, the CST considers/invites proposals/ projects from any organisation/ individual suitable for such a project.

A PILOT STUDIES/ PROJECTS- The schemes of Pilot Study/Projects so submitted to the Council shall be examined by a core-group for the relevant disciplines constituted by the Director General of CST. The core-groups shall examine the techno-economic viability of the project and give their recommendations for carrying on the project. The Director General CST shall be empowered to sanction the project in anticipation of the approval of the Executive Committee of the Council. The proposals under this head shall be submitted in the same proforma as is applicable for the grant of research schemes.

The core-group constituted by the Director General CST from time to time shall also perform the following functions: -

1. To identify the problems of departments/users.

2. To scan literatures and other sources for seeing whether any work has already been done in that area.
3. To identify subjects on the basis of which projects could be undertaken for transfer of technology or for further investigation into spin-offs.
4. To identify suitable techno-economiable projects.
5. To identify people and institutions to carry out the projects.

In some exceptional cases, a project can be undertaken without the recommendation of the core-group, but with the approval of the Director General/Chairman, Executive Committee.

CHAPTER: V

Grants for Conference/Seminar/Symposium

The applications for grants for organising Conferences/ Seminars/ Symposium from organising Institutions are invited in the prescribed proforma (given in the booklet also available on website cstup.gov.in). The CST limits its grants to be used only for the publication on Final Report or the Proceedings of the Conference/Seminar/Symposium.

The grant for publications of the Final Report or the Proceedings on the subject of Conference/ Seminar/ Symposium is given to the extent of Rs 25,000/- or the actual expenditure on the publication of proceedings, whichever is less for a national level seminar and Rs.50,000/- or the actual expenditure on the publication of proceedings, whichever is less for an International level Seminar. The amount, however, can be increased by the Director General of the Council in very exceptional and rare cases subject to the availability of funds. The limit of Rs 25,000/- and Rs.50,000/- is subject to upward change which the Executive Committee of the Council may specify from time to time.

After receiving application from the organising Institution, the Commitment of the CST is communicated to the Institution but the funds will be released only when the organising institution fulfils the following conditions:-

- (1) 5 complimentary copies of the Final Report or the Proceedings as published are sent to the council.
- (2) The CST will verify that the Co-sponsorship of the CST has been mentioned in the published Final Report or Proceedings.
- (3) A utilisation certificate supported by the original bills of publication of Final Report or Proceedings and Statement of Income & expenditure of the proceeding publication is submitted to the Council.
- (4) Two nominees of CST may be allowed to attend the Seminar without the payment of Registration Fee.
- (5) Copy of the recommendations of the programme duly verified by the Organising Secretary.
- (6) List of participants (State/National/International)

Organising Institution submitting the proposal shall not be entitled to claim for funds without the sanction from CSTUP.

Council of Science & Technology U. P.

Vigyan Bhawan
9, Nabiullah Road, Lucknow-226018

APPLICATION FOR GRANT FOR ADHOC RESEARCH SCHEMES/TRANSFER OF TECHNOLOGY SCHEMES

(Please furnished 15 copies of the Application)

SECTION 'A' : GENERAL

1. Title of the scheme :
 - (a) Broad area/field classification;
 - (b) Names and addresses of 3-4 scientists of standing in the field in other universities/research institutions in India actively engaged in the same area of research.
 - (c) Key words
2. Name(s) of Investigators
(Investigator and Co-investigator)
3. Department and full address :
4. Duration: (It should be short duration normally for a period of 2 years and which could be extended upto 3 years).
5. Amount of grant proposed (in Rs.)
(Details may be given in section-C).

	1st year	2nd year	3rd year	Total
Staff				
Contingencies				
Equipment				
<hr/>				
Grand Total:				
<hr/>				

DECLARATION & ATTESTATION

6. I/We have read the terms and conditions for Council of Science & Technology, U. P., Research Grant. Necessary institutional facilities will be provided if the research proposal is approved for financial assistance.

	Name	Designation	Signature
(a) Principal investigator*:			
(b) Co-investigator(s) :			
(c) Head of the Department :			
(d) Head of the Institute:			

Dated : _____ Seal of Head of the Institute _____

*In case of collaborative project give details of the Co-investigator from collaborating Institute/department also.

SECTION 'B' : BIODATA OF INVESTIGATOR(s).
(Please start on a fresh page)

1. Name: Dr / Miss/ Mrs.
 - a. Designation :
 - b. Date of Birth :
 - c. Name of Organisation/Institute:
 - d. Address along with email, mobile no., fax:

2 Educational Qualifications

Degree conferred (begin with Bachelor's degree)

Degree	Institution Conferring	Field (s)	Year
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3. Research/Training experience:

Duration	Institution	Nature of work done
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4 Research specialization:
(Major Scientific fields of interest)

5. (a) Research work done by the investigator in this or related field in the past during the last six years.

(b) Personal publications :

(i) in this and related area.

(ii) in other areas giving names of all authors name of Journal volume year and pages.

6. Research support to the investigator from various sources" during the last six years.

Title of project	Total amount of grant	Total period of support with date.
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(a) From Council of Science & Technology, U. P.

Past.***.

Present

Pending

(b) From other sources

(c) Past***.

(d) Present

(e) Pending

*In case of collaborative projects similar bio-data of the Co-investigator may be given.

**This Information must be given, otherwise the application will be returned. In case no grant has been received, nil must be stated.

***A copy of the final technical report of the completed projects must be enclosed with the application in case grant was received in the past. In case the report is not available the summary may be enclosed, giving objectives and highlighting achievements.

SECTION 'C' : DETAILED RESEARCH PROPOSAL

(To start on fresh page)

The information given in this section must be adequate and sufficiently self contained to enable the advisory committees and referees to assess the merits of the scheme. In particular, it must furnish the following information:

- (a) Title of the project
- (b) Objectives;
(Objectives should be precise and result oriented with could be achieved within a specified period of time.
Background, origin & relevance of the proposed R&D work to state priorities
- (c) Practical/Scientific utility ;
(Practical utility of the scheme including economic implications of the results likely to be achieved through this proposal. necessity of further research indicating lacuna in knowledge on the subject).
- (d) Review of research conducted/being conducted on the subject in India and abroad :
 - (i) At the sponsoring Institution (Stare preliminary work already done. techniques standardized data collected etc.).
 - (ii) Research work done and in progress in India.
 - (iii) Research work done and in progress abroad.
- (e) Actual plan of work:
(This is an informative statement for scrutiny by the Scientific panel indicating essential phases/items of contemplated programme giving insight into the methodology and experimental techniques to be employed for executing the research programmes plan A well prepared year wise plan of work is essential for the appraisal of research proposal).
 - (i) The main items of observations to be recorded.
 - (ii) Arrangement for analysing data and the name and designation of the statistician associated in the programme planning.
 - (iii) The items of investigation for which collaboration. indicating the collaborators with other Section/ Department/Institute. as in proposal.
- (f) Facilities available in the institution for undertaking the proposed research work (laboratory apparatus. equipment etc).
- (g) Assistance needed:
The level and type of research/development personnel required. equipment and contingency needed with appropriate justification.
- (h) Fund Requirement:
Detailed year wise breakup under the headings of Staff, Equipment. Contingencies etc (List of items/components may be given).

- (i) Number of publications and patents in the area (List of references may be appended separately).
- (j) Output of the proposed work
- (k) Likely deliverables/impact
- (l) Parameters for monitoring the progress
- (m) Suggested post project activities
- (n) Beneficiary groups/departments

GUIDELINES FOR FILLING THE APPLICATION FORMS

1. The title of the scheme should not be vague or too general but it should be brief and clear. Use of words and phrases like 'to investigate', 'scheme for' 'studies on reforming catalysts' should be avoided.
2. For previous work in the field, exact reference should be given. References should specify the names of authors, volume number, year and page numbers. Irrelevant references should be avoided.
3. While giving a list of publications of the applicant, Please give the names of authors of each paper cited. The practice of not mentioning the author's names at all or giving the authors as applicant as may receive less weightage.
4. Realistic assessment of time and personnel needed be given with justification. Do not propose schemes which may last for more than 3 years. Include a detailed activity chart indicating phasewise programme of work involved, date of commencement and date of completion of the phase, if possible also indicate shares of responsibilities of investigator and their Research Assistant(s).
5. Normally as a policy we don't sanction funds for purchase of vehicle. However, the expense on tour and transportation where field work is involved is to be included in the detailed estimate of the proposal,
6. The equipment proposed to be purchased out of funds from CST should be only those equipments which are not available in any department of the Institute/University and must be readily available in India.
7. The principal investigators will have to ensure that work proposed and carried out under the project is original and not duplication. If so found CSTUP reserves the right to abandon the project immediately and in that case principal investigator will have to return any grant released in the project.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

PROFORMA FOR APPLICATION OF GRANT FOR HOLDING NATIONAL/INTERNATIONAL SEMINAR/CONFERENCE ON SUBJECTS RELATED TO "SCIENCE AND TECHNOLOGY FOR DEVELOPMENT" TO BE SUBMITTED AT LEAST 2 MONTHS IN ADVANCE OF HOLDING THE SEMINAR

1. Name of the Seminar/Symposium/Conference.
(National or International)
2. Dates of the Seminar/Symposium/Conference and the place where it is proposed to be held.
3. Name and address of the organising Institution.
4. Name of Chairman and Members of the organising Committee for the Seminar, if any.
5. Status of organising body (Academic/Professional) along with the credentials.
6. In the case of Registered Society applying for grant from DST for the first time a copy each of the following may be enclosed.
 - a. Registration Certificate
 - b. Memorandum of Association.
 - c. By-laws (Rules & Regulations).
 - d. Audited statement of Account of last three years
 - e. Physical report of last three years.
7. Designation of the official empowered to receive financial grants.
8. Broad details of Estimates of expenditure for the Seminar Please attach statement excluding Publications.
9.
 - a. Estimate of expenditure on publication of the proceedings of the seminar.

No. of pages. No. of copies to be printed Estimated expenditure

b. Will the proceedings be priced

10. Details of Income and sources of income. (Please attach statement giving the following)

Source	Amount requested	Amount committed
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a... ..

b. Registration fee from participants.

11. Financial assistance required from Council of Science and Technology.

12. Any grants received in the past from Department of Science and Technology, if so, details and whether utilization certificate and audited statement have been furnished.
13. No. of participants (list of invitees/participants should be attached)
.
Foreign
Indian:
14. If foreign participants are being invited, whether clearance of your administrative Ministry for their participation obtained.
15. Annual Report
16. Success stories/feed back of programmes organised earlier.
17. Brief statement of objectives of the seminar (e. g. to review the state of art in the subject to formulate specific programme of action to bring out the proceedings including papers submitted on the subject etc.) topics to be discussed and importance of the seminar in the national context.
18. Details of the technical programme for the seminar, sessions (Please give names of Chairman of Technical and key note speakers). Names of organising Secretary/President/Patron/Chief guest are also to be furnished.
19. Brief statement on the steps you plan to take to implement the recommendations of the Seminar/Symposium/ Conference.
20. Is this seminar held annually? if yes, please give a brief statement on the follow-up of the recommendations of the Seminar held in the past 3 years.

Signature of Organising Secretary with seal.

Countersigned by Head of Institution.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

PROFORMA FOR ANNUAL PROGRESS REPORT OF RESEARCH SCHEME

1. Title of Research scheme/project :
2. Name of Department and Institution:
3. Name and designation of the investigators (Principal Investigator & Co-Investigator).
4. Name of research Asstt./Technical personnel employed.
5. Date of commencement.
6. Period upto which the scheme is tenable.
7. Objective of the scheme/project as approved in the original proposal).
8. * Period of report From To
9. Detailed report of work done during this period alongwith major scientific contributions so far made under the project. (excluding routine tasks, experiments, sampling or/analysis performed) vis a vis proposed deliverables
10. Plan of work in the next year. (as approved in original technical programme of the proposal).
11. Whether this project been concluded. If so, have the objective fully achieved and in what measure? if not, enumerate the unfinished task needed to bring into a logical conclusion.
12. Summary of the work done highlighting important finding both practical and Scientific value.
13. * Results which can be exploited on pilot or field scales.
14. * Articles/Papers published: (Pl. refer to 7.5 of guidelines)
List of publications as a result of the investigations carried out in the scheme in the following order giving names of author (s), title, Journal, volume, year and page (copy of each publication giving the impact factor should be enclosed).
 - (a) Papers actually published.
 - (b) Papers accepted for publication.
 - (c) Manuscripts submitted for publication.
 - (d) Papers presented at Scientific Meetings/Conference.
 - (e) Manuscript under preparation.
 - (f) Target achieved with reference to deliverable expected.

Note: (publication must include the acknowledgement to
CSTUP)

Dated:

Signature of investigators-in-charge.

Signature of Head of Department.

Signature of Head of Institution/ Organization.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

**"PROFORMA FOR GRANT UNDER, "YOUNG SCIENTIST SCHEME"
Application Format**

1. Broad subject area :
2. Specialization :
3. Title of the proposed project:
4. Name and address of the Investigator: (including Tel.No., Fax, Email, etc.)
5. Details of the proposed project to be undertaken:
Origin of proposal
Research work engaged in at present
Objectives of the proposed project
Review of R&D in the proposed area (National & International Status, Importance, patents etc.)
Work plan (including *detailed methodology* and time schedule)
Mention deliverables of the proposed work.
Future plans
Details of the research funding received in the past and/ongoing projects (mention Ref. no., title, duration, cost, funding agency, and brief achievements).
6. Name and address of the institution where the proposal will be executed:
7. Facilities provided / to be made available at the host institute:
8. Name(s) and address(es) of at least three Indian expert(s) in the proposed area:
9. Details of year wise financial requirements (with justifications) and phasing for each year:

S. No.	Head	1 st Year	2 nd year	3 rd year	Total
1	Fellowship @Rs.32,000/-p.m.*				
2	Manpower**				
3	Consumables				

4	Travel (within India)				
5	Contingency				

* applicable to scientist having no regular employment and are not drawing any fellowship during the project tenure

** applicable for researcher holding regular position.

10. Any other information in support of the proposed project:
11. -Statement from the Present Employer as per Annexure-I (in respect of person holding regular position).
- Statement from the Head of institution as per Annexure II (in respect of Scientist having no regular employment and is not drawing any fellowship during the project tenure)

Detailed Biodata

1. Name of the Applicant :
2. Mailing Address (Indicate Telephone, Fax, E-mail, etc.)
3. Date of Birth & Gender:
4. Educational Qualifications (Starting from Graduation onwards):

S.No.	Degree	University	Year	Subjects	Percentage

5.
 - A. **Details of professional training and research experience, specifying period.**
 - B. Details of employment (past & present).
 - C. List of publications during last five years (with complete details such as Journal name, all the author's name as appeared in the journal, volume number, page number and the year of publication).
6. Professional recognition, awards, fellowships received:
7. Any other information.

Place & date:

Signature of the applicant

Annexure-I

(Statement from Employer, if employed)

This is to certify that :

- I. Dr. _____, the Principal Investigator in the project entitled.....will assume full responsibility for implementing the project.
- II. The date of appointment starts from the date on which the Principal Investigator starts the work of the project with the intimation to the Council of Science & Technology, U.P.
- III. The Investigator will be governed by the rules and regulations of the University/ Institute and will be under administrative control of the University/ Institute for the duration of the project.
- IV. The grant-in-aid by the Council of Science & Technology, U.P. will be used to meet the expenditure on the project and for the period for which the project has been sanctioned as indicated in the sanction letter/ order.
- V. No administrative or other liability will be attached to the Council of Science & Technology, U.P. at the end of the project.
- VI. The University/ Institute will provide basic infrastructure and other required facilities to the investigator for undertaking the research project.
- VII. The University/ Institute will take into its books all assets received under this sanction and its disposal would be at the discretion of Council of Science & Technology, U.P.
- VIII. Institute assumes to undertake the financial and other management responsibilities of the project.

Signature

Registrar of the University/

Head of the Institute

with seal

(Statement from the Head of the Institution)

This is to certify that:

- I. Dr. _____, is recommended for the sanction of young scientist scheme.
- II. The date of appointment starts from the date on which the Principal Investigator starts the work of the project with the intimation to the Council of Science & Technology, U.P.
- III. The Investigator will be governed by the rules and regulations of the University/ Institute and will be under administrative control of the University/ Institute for the duration of the project.
- IV. The grant-in-aid by the Council of Science & Technology, U.P. will be used to meet the expenditure on the project and for the period for which the project has been sanctioned as indicated in the sanction letter/ order.
- V. No administrative or other liability will be attached to the Council of Science & Technology, U.P. at the end of the project.
- VI. The University/ Institute will provide basic infrastructure and other required facilities to the investigator for undertaking the research project.
- VII. The University/ Institute will take into its books all assets received under this sanction and its disposal would be at the discretion of Council of Science & Technology, U.P.
- VIII. Institute assumes to undertake the financial and other management responsibilities of the project.

Signature

Registrar of the University/

Head of the Institute

with seal

The period for which the extension is sought should be carefully assessed and ensured that the work will be completed during the extension sought

16. Total estimated cost during extension period
17. Technical programme:
Items/ experiments of the approved technical programme should be reproduced in the following orders :
 - (a) Items/experiments on which the work has been completed
 - (b) Items on which the work is still to be continued for confirmation of results
 - (c) Items on which the work is yet to be taken up
 - (d) New items proposed, if any
18. Reason for extension:
Full and convincing reasons may be given as briefly as possible as to why the work against item-17 (b) and (c) above could not be completed during the sanctioned period. Also give justification as to how the new items proposed (if any) will help in achieving the objectives
19. Additional staff and facilities etc :
20. Deliverables:
Justify the additional staff and facilities required, if any

Dated :

Signature of Investigator-in-charge.

Signature of Head of the Department.

Signature of Head of the Institutional Organization.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

PROFORMA FOR FINAL PROGRESS REPORT OF RESEARCH SCHEME/PROJECT

1. Title of Research scheme/project:
2. Name of the department and Institution
3. Name and designation of Investigators
4. Name of Research Assistant/Technical personnel employed

Name with designation	Date of joining	Date of leaving	Total no. of months	No. of man/spent	Total outlay spent	Total amount
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-
5. Date of commencement of the work
 6. period for which the scheme is sanctioned
 7. Objective of the scheme:
(as approved in the original proposal)
 8. Approved Technical programme
 9. Enumerate the specific task and strategies set or envisaged for achieving the above objective
 - (i)
 - (ii)
 - (iii)
 - (iv)
 - (v)
 10. Consolidated report of the work done during the entire period of the scheme alongwith major scientific contributions so far made under the scheme excluding routine task. experiments, sampling or analysis performed
 11. Summary of the work done highlighting important findings both practical and scientific value. The same may also be submitted in popular language in separate sheet
 - 11.1 Detail of the field visits by Principal Investigator/Research staff along with date and place.
 12. Results which can be exploited in pilot or field scale

13. Articles, papers published :

List of publications as a result of the investigations carried out in the scheme in the following order giving name(s) of author(s) title, journal, volume, year and page (copy of each should be enclosed) :

- (a) Papers actually published
- (b) Papers accepted for publication
- (c) Manuscript submitted for publication
- (d) Papers presented at scientific meetings and conferences
- (e) Manuscript under preparation

14. Whether the work is of any applied importance and if so whether patent has been/can be taken? Yes/No. If yes, whether the Council of Science and Technology has been approached

15. In case when the scheme is not availed for full tenure, the reasons for discontinuing may be given, such as getting a job by Assistant; going abroad, lack of facilities, guidance, personal factors etc.

16. Suggestions for future line of work follow-up action on the basis of research findings of the scheme/project for the scientific and technological development of State

Signature of Investigator-in-charge.

Dated

Signature of Head of Department.

Signature of Head of Institution/ Organization.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

PROFORMA FOR ADDITIONAL GRANT

1. Title of Research scheme/Project
2. Name of the Department and Institution
3. Name and designation of the Investigators
4. Name of Research Assistant/Technical personnel employed
5. Date of commencement
6. Objectives of the scheme/project (as approved in original proposal)
7. Date of termination
8. Total amount sanctioned
9. Total estimated additional grant required
10. Reasons for demand of additional grant
11. Duration as pre-original sanctioned.

Signature of Investigator.

Dated :

Signature of the Head of the Department.

Signature of Head of the Institution/ Organization.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

PROFORMA FOR EVALUATING THE PROGRESS OF RESEARCH SCHEME/ PROJECTS

(Report and recommendations of the Reviewer. Please tick as to whichever is applicable)

1. The research scheme/project as conducted, has led to
 - (a) Routine investigations of scientific value
 - (b) Development of significant instrumentation, methodologies, techniques, conceptual frame works, interpretational approaches. new knowledge.
 - (c) Development of significant intellectual material. grounds for initiating more focused research projects in the field.
 - (d) Generation of wider interest amongst scientists in the nature of problems examined or exposed. if so. brief details thereof.
 - (e) Interest in user agencies beneficiaries, or in daily life of common people for continuing this work.

2. Are the results so far obtained:
 - (a) Definitive in a scientific sense or of potentially scientific/industrial Value.
 - (b) Capable of spawning new, wider research projects in this or related fields.
 - (c) Capable of yielding definitive/useful information after additional work, if so brief details thereof.

3. The overall grading. of the quality of research/ development produced and its wider implications. A, B or C

4. Is continuation of the scheme for the sanctioned tenure recommended. If not. give specific scientific reasons.

5. Is extension beyond sanctioned tenure recommended? If so, please mention the tenure giving the categorical remarks.

6. Any other remark which may prove constructive to investigators.

Dated :

Signature of Reviewer.

*A- Excellent
B-Good.
C- Unsatisfactory.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

FOR THE INVESTIGATOR-IN-CHARGE UNDERTAKING

Form-1

No.

Title of the scheme:

In consideration of financial and other assistance and facilities received or to be received by me, from the Council of Science & Technology, U. P., Lucknow (hereinafter called the Council) I,.....
..... Son/Daughter of.....
Resident of..... as one of the terms on which I received or about to receive such financial and other assistance and facilities, agree and declare as follows :

1. I shall from time to time disclose fully to the Council or as the Council may direct, the progress of any investigation undertaken by me while in receipt of such assistance as aforesaid (hereinafter referred to as the said investigation) and if at any time during the course of such assistance or within a period of two years after the termination of receipt of such assistance as aforesaid, I shall make any invention arising out of or in connection with the said investigation, I shall hold the scheme in trust on behalf of the Council and shall forthwith disclose to the said Council, or as the Council may direct, a full and complete description of the nature of the said invention and the mode of performing the same.
2. I shall not publish the results of the said investigations without the prior approval of the Council and duly mention sponsorship of CSTUP on each publication.
3. The said invention and all improvements thereon discovered or invented by me during the course of receipt of such assistance or within a period of two years after the termination of such assistance as aforesaid shall, subject to such reservations (if any) in respect of said invention or the proceeds thereof, for my benefit, as the Council may in its absolute discretion permit, be the sole and absolute property of the Council. and I shall, if and whenever required by the Council at the expenses of the Council, join with the Council or as the Council may direct, in applying for Patents in India and other countries for said invention or any such improvement thereon and shall on request by and at the cost of the Council, execute and do all such instruments and things necessary to vest the said inventions and improvements and any Letters. Patents that may be obtained in respect thereof in the Council or any person appointed by the Council in that behalf.

Dated:

Signature of Investigator-In-charge.

Day of

Signature of Head of the Department.

CST Sanction reference

Signature of Head of the Institution/Organization.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

FOR RESEARCH ASSISTANT

Form-1 'A'

UNDERTAKING

In accordance with the employment that I hold under the financial and other assistance and facilities received or to be received by me from the Council of Science & Technology, U. P., Lucknow (here in after referred to as the Council), I.....
..... Son of..... .. Resident of.....
..... as one of the term on which I have received such employment or have received or all about to receive such financial and other assistance and facilities, undertake that:

1. I shall from time to time disclose fully to the Council or as the Council may direct. the progress of my investigations undertaken by me while in the employment of the Council or in respect of such assistance as aforesaid (hereinafter-referred to as the investigation) and if any time during the course of such assistance or within a period of two years after the termination of such employment or of receipt of such assistance as aforesaid, I shall make any invention arising out of or in connection with said investigation, I shall hold the same in trust on behalf of the Council and forthwith disclose to the said Council or as the Council may direct, a full and complete description of the nature of the said invention and the mode of performing the same.
2. I shall not publish the results of the said investigation without the prior approval of the Council and duly mention sponsorship of CSTUP on each and every publication.
3. The said invention and all improvements thereon discovered or invented by me during the course of receipt of such assistance or within a period of two years after the termination of such employment or assistance as aforesaid shall, subject to such reservations (if any) in respect of the said invention or the proceeds thereof for my benefits as the Council may in its discretion permit, be the sole and absolute property of the Council and I shall, if whenever required by the Council at the expense of Council, join the Council or as the Council may direct in applying for letters/patents in India and other countries for the said invention or any such improvements thereon and shall on request by and at the cost of the Council execute and do all such Instruments and such Instruments and things necessary to vest the said invention and improvements and any Letters/Patents that may be obtained in respect thereof in the Council or any person appointed by the Council in that behalf.

Date of appointment

Signature of the Candidate

Dated :

Signature of the Investigator-in-charge.

Day of:

Signature of the Head of the Institution.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

UNDERTAKING FOR DEVOTION

I, S/o Shri do hereby give an undertaking that I will devote my full attention to the research scheme and unless there are compelling reasons, I will not leave the scheme midway without the permission of CST,U.P.

Signature of Research Assistant.

Dated :

Signature of Investigator-in-charge.

Signature of Head of the Department.

Signature of Head of the Institution/ Organization.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

UTILIZATION CERTIFICATE

Certified that the grant of Rs..... sanctioned vide Council's letter No. CST..... dated.....has been properly utilised to the extent of Rs.....for research work on the following project sanctioned by the Council in its letter No.....dated.....
Name of research project/work.
..... ,

2. The details of grant utilised during the period from..... to.....are as under:

- | | | |
|-------|---------------------------------------------------------------|-----|
| (i) | On salary of Research Assistant/ Technical personnel employed | Rs. |
| (li) | On Contingencies | Rs. |
| (lii) | On purchase of special equipment, if any | Rs. |
| (iv) | On traveling & Daily Allowance, If any | Rs. |

Total expenditure: _____

3. The period of research work/ project extended from.....to..... and the result achieved are stated below : .

- (i)
- (ii)
- (lii)

Also certified that the grant has been utilised in accordance with the terms and conditions laid down by the Council and that the accounts thereof will be got audited in the course/have already been audited and the relevant extracts from the audit report are enclosed for information of the Council.

Signature of Investigator
Signature of Executive Head/Authority/Finance Officer

Countersigned by
Head of the Institution

Forwarded

Signature of Forwarding Authority Designation.

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

FORM REGARDING STATEMENT OF ACCOUNTS

1. Name of University/Institution :
2. Name of Investigator and Co-investigator with full designation.
3. Name of research Assistant/ Technical personnel's with qualifications
4. Title of Project for which grant has been sanctioned
5. Date (a) of Commencement of work on the project
(b) of completion of the project
6. Date (s) on which research Assistant(s) was/were employed, and
7. Date (s) on which his/her/their services were terminated
8. Total amount of grant sanctioned:
 - (i) Council letter No with date:
 - (ii) Amount sanctioned:
 - (iii) Purpose for which sanctioned:
9. Total expenditure incurred:
 - (i) On salary of Research Assistants
 - (ii) Contingency:
 - (a) Purchase of equipment/Apparatus:
 - I. Amount spent :
 - II. Brief description of purchases made
 - (c) Chemicals
 - (d) Reference books
 - (e) Other material, if any:
(Stationery postage etc.)
 - (iii) Expenses on typing of reports etc. (Not thesis)
 - (iv) Expenses on traveling and daily allowance in connection with study tours for research Assistant Investigator
 - (a) Amount spent
 - (b) Places visited

(c) Purpose of visit

10. Details of equipment, materials utilized in research work
11. Details of equipment, materials left with the University/ Institution after expiry of tenure of the research work and their cost.
12. Whether utilization certificate furnished or not? If furnished, a copy thereof be enclosed.
13. Whether audit of accounts of the grant conducted or not? If yes, a copy of audit report or extract thereof be enclosed.
14. Remarks by investigator
- 15: Observations by Head of the Department concerned, Forwarded.

Signature of the forwarding authority.

Signature of Investigator.

Signature of Executive Head of the
University/ College/ Institute.

DECLARATION / CERTIFICATION

It is certified that

- a) the same project has not been submitted to any other agency/agencies for financial support.
- b) necessary provision for the scheme/project will be made in the Institute/University/State budget in anticipation of the sanction of the scheme/project.
- c) If the project involves the utilization of genetically engineered organism, it is agreed that we will ensure that an application will be submitted through our Institutional Biosafety Committee and we will declare that while conducting experiments, the Biosafety Guidelines will be followed.
- d) if the project involves field trials/experiments/exchange of specimens, etc. we will ensure that ethical clearances would be taken from concerned ethical Committees/Competent authorities and the same would be conveyed to the CSTUP before implementing the project.
- e) it is agreed that any research outcome or intellectual property right(s) on the invention(s) arising out of the project shall be taken in accordance to the rules of CSTUP in project.
- f) the institute/university agrees that the equipment, other basic facilities and such other administrative facilities will be extended to investigator(s) throughout the duration of the project.
- g) the Institute/Universities assumes to undertake the financial and other management responsibilities of the project.

Signature of Project Coordinator

(applicable only for multi-institutional projects)

Date:

**Signature of Executive Authority
of Institute/University with seal**

Date:

Signature of Project Coordinator/Coordinator

Date:

Signature of Co-Investigator

Date:

Signature of Co-Investigator

Date:

Proforma for Performance Audit in Scientific Research

- 1. Title of the Project**
- 2. Details of Sanction**
 - Sanction letter no. with date
 - Amount sanctioned
 - Purpose for which sanctioned
 - Duration
- 3. Details of Principal Investigator**
 - Name
 - Designation
 - Department
 - Institution
 - Address
 - City
 - PIN
 - Telephone
 - E-mail
- 4. Objective of the Project**
- 5. Date of Commencement**
- 6. Date of completion**
- 7. Achievements viz-a-viz actual objectives laid**
- 8. Promotional Achievements**
 - A. Resource Material developed
 - B. Infrastructure facilities established/created
 - C. Human Resource Developed
 - D. Technology Developed
 - E. Technologies demonstrated/transferred
 - F. Seminar/Meetings organized
 - G. Paper published with impact factor
 - H. Participation in Seminars/Workshops/Meeting/Training Programme
 - I. Coordination with other Institutions
 - J. IP Projection

9. Financial analysis/Economics

A. Expenditure Incurred

i. Salary

ii. Equipment/Apparatus

iii. Contingencies

iv. Others

10. Idling of funds (if any)

11. Whether cost & time frame envisaged viz-a-viz actuals if not mention reasons for lapses

12. Deviation/Lapses in scientific achievement or execution of project (if any)

13. Summary of Achievements

14. Utilization of S&T resource developed

15. Special Achievements (if any)

Financial Authority

Head of Department

Signature of P.I.

Head of Institutions

Council of Science & Technology U. P.
Vigyan Bhawan, 9, Nabiullah Road, Lucknow-226018

LEDGER SHOWING THE AMOUNT OF RECEIPT AND EXPENDITURE IN RESPECT OF RESEARCH SCHEME/PROJECTS

Title of the Research scheme

Name of Investigator-in-Charge

Date of commencement

Date of termination

RECEIPTS							PAYMENTS								
Date of Receipt	Cheque No. Date and Amount	Stipend indicating name of Research Asstt./ Technical personnel employed	Contingency	Equipment	Total	Signature of drawing officer	Date of Payment	Vr. No.	Particular	Stipend indicating name of Research Asstt./ Technical personnel employed	Contingency	Equipment	Total	Signature of drawing officer	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

Dated:

Signature of Investigator-in-Charge.

Signature of Head of the Department.

Signature of Head of Institution/Organization.

