**Department of Science and Technology**
**Ministry of Science and Technology**
**Government of India**

सत्यमेव जयते

(**https://dst.gov.in/**)

# Call for Project Proposals under
# Science and Technology for Women (S&T for Women) Programme

Project proposals are invited through e-PMS Portal (https://onlinedst.gov.in/) for consideration of support under the programme 'Science and Technology for Women (STW)', initiated in 1982, with the aim to promote gender equality and empower women with inputs of science and technology has nearly benefitted more than 50,000 women across the country. The programme supports projects related to R&D on adaptation, transfer and demonstration of appropriate technologies for women and establishment of Women Technology Parks on the identified thrust areas for Health, Nutrition, Sanitation & Hygiene; Women safety and social security; Agriculture- non-farm & farm; Artisans & Textile and Improving Livelihood Status of women as prime/target beneficiaries. Details of STW programme is available at https://dst.gov.in/programmes-innitiatives.

## i). Women Technology Parks

Women Technology Parks (WTP) aim to improve the weakest link of the predominant livelihood system of women in an area and promote social entrepreneurship and women employment based on the strongest link of the livelihood system through interventions of Science, Technology and Innovations. Efforts are being made that women in rural and peri-urban areas receive training on live technology models demonstrated in WTPs for skill development and capacity building as per the requirement of S&T based interventions, using area specific resources, with goal of achieving self- reliance locally for economic re-growth. Currently, 25 Women Technology Parks are operational at various locations in the country. Some success stories of WTPs have been given at **https://dst.gov.in/success-stories-dst.**

## Objectives

- To promote area specific natural resources and appropriate technologies for livelihood generation and social enterprise creation.
- To identify the predominant livelihood system for women in area and application of S&T based solutions/ tools/ technologies for improving social entrepreneurships in the project area.
- To demonstrate and transfer proven technologies and models at WTPs.
- To generate employment opportunities for women through their skill development, awareness creation and capacity building.
- To study and assess socio-economic status of women pre & post project interventions.

## ii). R&D on adaptation, transfer and demonstration of appropriate technologies for women

The programme focuses on promotion of applied research & development, adaptation of technology, knowledge generation & dissemination and transfer of proven technologies with

an aim to empower women through Science and Technology with respect to various stages of life cycles of women viz. create gainful employment potential of women; reduce their drudgery; create S&T knowledge & awareness; health & nutrition; local mobility ; clean energy; integrated farming practices; financial services/tools; infrastructure for mental & physical well-being through tools including various apps skill development and social security through inputs and application of S & T. Besides these, it aims to provide solutions for improving the quality of life and livelihoods through socio-economic empowerment of women.

## Objectives

- To identify women centric livelihood options and natural resources in the project area.
- To address women related issues in health, social security, clean energy, integrated farming, infrastructure for mental & physical well-being through tools & apps, drudgery reduction, occupational hazards, etc. through through inputs and application of S & T.
- To provide S&T inputs for addressing weakest link of predominant livelihood system for women in area
- To develop and adapt appropriate technologies and transfer of proven technologies for socio-economic development of women.
- To disseminate knowledge related to women issues & S&T solutions through publications and developing linkages with local & state Govt.

## Thrust Areas

### 1. Health, Nutrition, Sanitation & Hygiene

- Improving access to healthcare infrastructure for women.
- Scientific solutions/ICT-based mobile apps/tools for addressing health issues in women (viz. Post-critical illness care, Sleep apnea in high-risk pregnancy, Urinary and flatus incontinence, Mental health, post-menopausal symptoms and related).
- Web-based digital tools for nutrient management in women.
- Scientific solutions for optimal use of natural resources in improving women's health.

### 2. Women safety and social security

- R&D on women safety and social security related issues.
- ICT Tools and other innovative technologies for women safety and education related to different stages of women's life cycle.

### 3. Agriculture- farm & non-farm

- Digital tools for agriculture and forecasting (viz. geo-mapping, crop planning, individual farm plans, weather, soil, pest and crop data) to facilitate women farmers in taking optimal decisions to reduce crop loss.
- Tools/technologies for mitigating occupational hazards for the women working in harsh environmental conditions and civil/construction related works.
- Labour-saving technologies & women friendly machines for farm/non-farm activities.
- Recycling of wastes and their use as animal or poultry feeds genetically improved technologies

- Advance agriculture practices for encouraging women in livelihood-centric socio-economic development (viz. multi-storied cropping knowledge on nursery maintenance - nursery grafts of horticulture and perennial crops-, agro-forestry, silvi-pasture, Hydroponic farming System etc.).
- Livelihood-centric innovative & sustainable S&T solutions for improving quality of life of women.

## 4. Artisans & Textile

- Drudgery reduction of traditional artisans, Digital art making and Craft designing.
- S&T interventions for improving efficiency in the working conditions of traditional artisans & textile designers (viz. 3D printing & designing, CAD tools, improved machines and tools etc.)

# Eligibility Criteria

The aim of the STW programme is to attain local self-reliance of women for socio-economic growth. The project implementation can be done through following organizations/institutions with illustrated conditions:-

- Recognized R&D laboratories, S&T based institutions, Universities, Educational Institutions and S&T based voluntary organizations.
- Non-Governmental Organization/Voluntary/S&T based organizations/private academic institutions with minimum 3 years field level experience in S&T interventions and management should have delivered proven technology models for field level applications to community after registration. Experience in handling projects having focus on S & T with support from scientific departments of Govt. of India will be encouraged.
- S&T based voluntary organizations, registered under the Societies Registration Act 1860 or a trust registered under the Indian Trusts Act 1982 or Charitable or Religious Act 1920 or under the corresponding State Act having S&T based interventions in their mandate.
- Prior to applying for project proposal grant, it is mandatory for every NGO to register first at NGO- DARPAN portal of NITI Aayog https://ngodarpan.gov.in and to get NGO Unique ID.
- NGOs/VOs Should submit Foreign contribution regulation Act (FCRA) certificate (to access international funding if any).
- The organization should have been in existence for a minimum of three years after registration and experience in handling projects having focus on S&T.
- Organization should have a physical presence in the location specified for intervention to include an office and required space/land. In case the field area is in another District/State physical presence of the Organization in the area in the form of a field office is mandatory.
- Proposed PI & Co-I should have scientific expertise and relevant qualification to implement the project in proposed area of intervention.

# Principal Investigator (PI)/ Co-PI

- Scientists, engineers, technologist working in IITs, NITs, Autonomous Bodies/Aided Institutions and other educational institutions/ Universities under Central/State

Governments, R&D institutions, laboratories and S&T based organizations/NGOs having adequate infrastructure and project implementation experience at societal level.

- In case of PI from NGO/voluntary organizations, it is advisable that the proposal should be developed in collaboration with S & T institution (IITs, NITs, ICAR institutions, CSIR Labs, Universities etc.). A consent letter/MoU with S&T institution for providing technical support should also be attached along with the proposal outlining the contribution of S & T institution in project work.

## Duration of project support

Project proposals are being catalyzed and financially supported for 2-3 years duration. The initial 3 months in the project proposal should be focused on survey for verification of need assessment and gap identification involving community, selection of beneficiaries and stakeholder, while outputs and impact of STI on women should be measurable & indicative during each year of project.

## Funding support

The project support to meet the recurring and non-recurring cost will be based on the requirements to carry out proposed objectives. It includes budget for manpower (SRF, JRF, project assistant or equivalent), consumables, contingency, travel (within country), Capital assets, training, field assessment and institutional overhead etc. Manpower under project should have relevant qualifications and experience/expertise against each given post according to DST norms which should be relevant to activities proposed for two-three years.

## Proposal formulation instructions for PI

- Programme will not encourage basic research proposals from routine training/awareness/survey. The project should clearly bring out technological interventions and the benefit to the target population (quantifiable goals, targets and list of verifiable progress indicators should be provided).
- Involve the local panchayat /organization for identification of the target women and providing local supervision in the implementation of the programme
- The review of the Socio-Economic status of the targeted population should be provided.
- The infrastructure will be provided in the area accessible to the target population only.
- Technology packages should be selected based on local resources available.
- Emphasis should be both on employment and income generation leading to micro-enterprise development.
- Marketing linkages should be clearly spelt out in the proposal. Sustainability of the project after DST support, should be ensured.
- International travel is not permissible under the programme.
- Project area and project site should be identified on the basis of preliminary assessment of the areas as well as the people, using the following criteria:
  i. Minimum level of infrastructural facilities particularly roads, electricity and potential for irrigation.
  ii. Presence of local organizations like Panchayats or cooperative or voluntary groups.
  iii. Certain numbers of homogenous villages are preferable in terms of their social structure.

## Selection procedure

Each application received is initially scrutinized by the concerned officers & secretariat. If the application is found to be complete and meets the eligibility criteria, the proposal will be sent for a peer review/screening process. Further, the proposals are examined by the expert committee members for recommendation.

## Monitoring mechanism

Implementation of the projects will be monitored regularly through Progress Reports and Financial Statements submitted by organization to DST. Progress of project will be evaluated during Experts Committee meetings / Group monitoring and onsite field assessment if recommended by Experts. DST approved Local Advisory committee may visit the organization periodically to review the progress of the work being carried out and suggest suitable measures to ensure realization of the objectives of the project. Project monitoring and evaluation indicators may be referred from the DST's website.

## Sustainability of WTPs
The sustainability of the project after completion of it's duration should be worked out through backward linkages with financing agencies viz. NABARD, District lead bank etc. and forward linkage for marketing the skill and products through district industry center (DIC), SRLM and NRLM etc. The formation of local community groups and Self-Help Groups (SHGs) should be encouraged. The infrastructure and Capital assets created and deployed under project support should be available for the community even after completion of project.

## Instructions to be followed & Documents/Enclosures required to be submitted along with the Project Proposal

- The applicants, after assessing their eligibility and suitability as per the eligibility conditions of the programme, shall be required to **apply through e-Project Management System (e-PMS Portal) (https://onlinedst.gov.in/)** (Open in Google Chrome or Mozilla Firefox for better results), attaching required documents with the signatures and rubber stamps of the concerned persons/ officials, failing which will reject the proposal. It is mandatory to submit the proposals through online mode only.

- DST will not be responsible for the non-submission of proposal by PI due to any personal reasons, regional festivals, poor network speed, natural calamities, etc. All the incomplete applications will be summarily rejected. However, the rejected candidates will have the option to apply in the subsequent phases of selection.

- Organizations/Principal Investigator whose projects were not recommended by DST against the previous calls under S&T for Women Scheme need not submit the same proposal again.

- Please furnish one copy of the following documents:
  - Authenticated copy of valid registration certificate of NGO/private institution.
  - Memorandum of Association, Rules and Bylaws of the society/trust/section 8 company.
  - Memorandum of Understanding/ Consent between project partners (if any).
  - Environmental, Legal and Ethical Issues –clearance certificate/documents**(if any)
  - Endorsement from the Head of the Institution (**Annexure- I**)
  - Certificate from the Principal investigators (PI) (**Annexure- II**)
  - Bio-data of PI & Co-PIs (**Annexure- III** )
  - Copy of signed General terms & conditions from Heads of institution (**Annexure- IV**)

- o Declaration with respect to the "Policy on Conflict of Interest" of the DST and agree to abide by provisions thereof (available at- https://dst.gov.in/sites/default/files/DST-Conflict-of-Interest-Document%20-Approved-Final%20Version-07062016.pdf ), duly signed by the PI, CO-PI and HOD.

- ➢ **Count minimum 9-12 months from submission of the proposal to arrive at expected time point for final decision on the proposal for support. Please site file number/TPN number received from e-PMS portal in all future correspondence**.

For any query/ correspondence regarding the above Call for Proposal, email to the following address: -

**Dr Debapriya Dutta (HEAD & Advisor), Email: ddutta@nic.in**
**or**
**Dr Anuradha Pughat (Scientist), Email: anuradha.pughat@gov.in**

**Science for Equity, Empowerment and Development Division (SEED)**
**Department of Science and Technology**
**Technology Bhawan, New Mehrauli Road**
**New Delhi - 110 016**

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# PROFORMA FOR SUBMISSION OF PROJECT PROPOSALS

**INSTRUCTIONS FOR FILLING UP THE PROFORMA**

Proposals should be sent mandatorily **apply through e-Project Management System (e-PMS Portal) (https://onlinedst.gov.in/)** with soft copies of all the listed documents as per the departmental requirement and mentioned in Section IV duly authenticated scanned in a single PDF file below the softcopy of proposal (in an indexed manner).

  i. Do not skip reproduction of any section even if the answer is "NIL" or given elsewhere.
  ii. Joint proposals with academic and/or research institutions will be encouraged.
  iii. If project is to be executed by more than one institution and/ or requires regular inputs from other scientists, names of collaborating institutions/ scientists should be provided.
  iv. Proposals copied from other sources will be summarily rejected.

## Part I: General Information and Organization Details

1.  **Project Title** (not exceeding 15 words):
    (Title should be related to proposed objectives)

2.  **Name of implementing organization, Address with Pin Code, email & phone numbers including Mobile No. of HoD**:

3.  **Project Duration:**

4.  **Proposed Objectives (4-5 only)** should be focused and sharp to be achieved in 2-3 years duration of the project.

5.  **a. Type of implementing organization (Mark √):**

| | |
|---|---|
| Academic institution | |
| Research organization/ agencies | |
| S&T Council or State established autonomous organization | |
| Voluntary Organization registered under Societies Registration Act (1860) or a State amendment thereof Indian Trust Act (1882) or Religious and Charitable Institutions Registration Act (1920) | |
| Institutions incorporated under the Companies Act, setup for non-profit objectives (e.g. under Section 25) | |
| Professional & industry Associations | |
| Private R&D center (recognized by DSIR) | |
| Panchayati Raj Institution (PRI) | |
| Krishi Vigyan Kendra | |
| Other (please specify) | |

   **b.  Details of implementing Organization on separate Letter Head in following table format (with documentary proofs duly authenticated by the Head of Organization)**

| Details of Organization |
|---|
| Year of Establishment: |
| Registration No & Date:                                    Valid upto: |
| FCRA Registration No & Date:                           Valid upto: |
| PAN #:    TIN No.:      TAN NO.    GST No.   Aadhar Details of the HOD/Trustees |
| Bank Account #: Branch Address & Email: |
| Authorized Signatories: |
| IFSC Code:, MICR Code: |
| Chief Functionary: |
| Annual budget in last financial year: |
| Operational area (State, Dist.): |
| Details of branch/unit offices: |
| Total staff (Administrative & technical): |
| Main science-society achievements during last three years: |
| Years of association with DST: |

❖ **Kindly see the grant installment has to be kept in an interest bearing account (Bank Details should be duly authenticated by the bank).**

c. **Collaborative partner of proposed project, if any, give details of institution(s).**

| Name of the organization and collaborative partner: | | |
|---|---|---|
| Address: | | |
| District: | State: | Pin: |
| Telephone with STD code: | Fax: | |
| Email: | | |
| Website: | | |

6. **Role & responsibility of project partners:**

| Particular | Present collaboration/ role & responsibility | Role & responsibility in proposed project |
|---|---|---|
| Implementing Org. | | |
| Collaborator Org. | | |

7. **Project Team**

| | PI | Co-PI | Co-PI-2/ RA/Tech. or project Asst. | Field worker |
|---|---|---|---|---|
| Name | | | | |
| Designation | | | | |
| Organization | | | | |
| Sex (M/F) | | | | |
| Category (SC/ST/OBC/GEN) | | | | |

| | | | |
|---|---|---|---|
| Date of birth | | | |
| Address | | | |
| Phone, fax, email, mobile | | | |
| Whether drawing salary from any other source | | | |

**8.** Whether your organization has been sanctioned projects by DST or other central/state Govt. Deptt. or from foreign funding agencies in the past (up to 10 years)? If yes, provide details of completed and ongoing projects **(Copy of sanction letter to be annexed):**

| Sl.No. | Title of the project | File No. | Name of Division and funding agency (DST/DBT…..) | Date of completion/ status | Amount (Rs lakh) | Whether final UC/SE & annual report/ project completion report has been submitted (if yes, mention date) |
|---|---|---|---|---|---|---|
| | | | | | | |
| | | | | | | |

**9.** a). Whether, your organization is receiving Core Support from SEED, DST? *Yes/No*

b). If yes, indicate whether activities of the present proposal are covered under the approved activities of Core Support provided to your organization by SEED, DST? Please also give a list of approved activities under Core Support.

| List of approved Objectives/ activities under Core Support project |
|---|
| i. |
| ii. |
| iii. |

(**Note:** Core Support groups (CSG) must ensure to avoid duplication of activities approved under Core Support project)

## 10. Capacity and capability of organization

i. Expertise available within the organization—resource persons, technologies already developed/available related to the proposed project area

| Item | Implementing Organization |
|---|---|
| • List of scientific manpower available in the organization | |
| • List of full-time staff with relevant professional qualifications | |
| • List of persons available as professional consultants | |

ii. List of Completed (at least during the last three years) and Ongoing Projects, in similar project area as proposed (PI will ensure that the similar project was not undertaken by the organization)

iii. List of training programmes/skill development workshops organized by the organization related to the proposed project.

iv. Links with Outside Agencies:
(Please provide information on the linkages envisaged with outside agencies to solicit necessary inputs during project implementation)

a. **Links with local bodies (Panchayats/RWAs/BDO/local cooperatives):**

| Name | Purpose & inputs expected |
|------|---------------------------|
|      |                           |

b. **Links with voluntary organizations:**

| Name | Purpose & inputs expected |
|------|---------------------------|
|      |                           |

c. **Links with S&T institutions/subject consultants:**

| Name | Purpose & inputs expected |
|------|---------------------------|
|      |                           |

d. **Links with industry, banks/other financial institutions:**

| Name | Purpose & inputs expected |
|------|---------------------------|
|      |                           |

v. List of major equipment, infrastructure and assets available with funding source and year of procurement (may be utilized in the proposed project implementation).

| Sl. No. | Equipment | Funding agency | Year of procurement |
|---------|-----------|----------------|---------------------|
|         |           |                |                     |
|         |           |                |                     |

vi. List of project proposal related publications (reports, papers, patents, etc.) by the organization

vii. Major achievements in last three years—relevant portion/annual reports

viii. Any other related information (please specify):


## Part II - Technical & Budgetary Details

1. **Project Title** (not exceeding 15 words):
   (Title should be related to proposed objectives)

2. **Objectives** (Only 4-5 focused that can be observed, measured or clearly assessable):

| |
|---|
| i. |
| ii. |
| iii. |

3. **I. Statement of the problem** (200 words)
   i. State the women related problem you seek to address:
   ii. Where does it occur?
   iii. How did you come to know of this, did the people who have problem approach you or you visualized it yourself?
   iv. Was the District Industry Centre report was examined for identification of the problem (please attach a copy)
   v. Why is it important to solve?

   **II. Technology gaps & Suggested solution** (150 words):
   (Describe how the proposal will lead to a novel and effective solution, based on a scientifically and technically sound concept and keeping in view the user needs and local availability of resources)

   i. Outline your idea or solution you plan to develop:
   ii. Did you think up the science and technology-based solution within your team or was it thought up in consultation with others (who):

4. **Review of Status** - (100 words): Are you aware of any other initiative related to proposed activities to solve this problem? What were the outcomes?
   (Mention importance of the project in context of the current status, and demonstrate how the project will progress beyond the "state-of-art" or the best initiative tried by others in providing new innovative technological solution to the identified problem and user needs)

5. **Baseline data:**

| |
|---|
| **Project Area:** ☐ Rural   ☐ Urban   ☐ Both |
| **Geographical Focus Area:**<br>Village(s)/urban locality:_____<br>Block/Taluka: _____<br>District: _____; State: _____ |
| **Project Area Profile** (Give following details along with a neatly drawn location map): |
| I. Geographical area covered, climate, land use pattern, crops & cropping patterns, availability of natural resources & raw materials, availability of special skills/trades, etc. |
| II.<br>   a)     Socio-economic status (such as conditions and occupations of the target beneficiaries, availability of basic amenities and facilities such as water & sanitation, health centers, communication, roads, marketing facilities. Baseline data of the project area—based on need assessment, basis of identification of problem |

| | |
|---|---|
| b) | District Industry Centre, Local Panchayat Report of the project area |
| c) | Baseline data sheet which may be assessed annually with respect to results and deliverables during implementation of the project activities (if it is to improve livelihood opportunities through improved agriculture practices, what are the present status in terms of soil conditions, crop productivity and disease management etc.) |

6. **Methodology**:
   (Describe how the project will leverage livelihood/economic opportunities and solve societal challenges in a sustainable way. Also explain how, and in what way, the project will contribute to the advancement of knowledge in the subject/topic. Support with defined steps/relevant process details, e.g. flow chart, model, survey procedures, protocols, engineering design/schematic/layout plan - as applicable to achieve the stated objectives)

7. **Target Women Group** (Please annex list of target women with village, address, mobile numbers as following details):

| Type of Target women: | Number of target women | % of total population | |
|---|---|---|---|
| ☐ SC population<br>☐ ST population<br>☐ Economically weaker section<br>☐ Farmers<br>☐ Labourers<br>☐ Artisans<br>☐ Youth<br>☐ Any other: <br>_____ | | | |
| **Present average income level of women in proposed project area:** | | | |

8. **Criteria to be adopted for selection of target women**—basic qualifications/capabilities considered for selection, number of target women to be trained per batch per training—provide details below:

9. **Work Plan** (250 words - Please also provide activities schedule – Pert Diagram):

i. **Phase wise work plan of action with time line and deliverables in tabular form** (Describe how the proposal includes a plan for pilot application or trial in a realistic user environment of the technology/product, where the expected impacts to meet end user needs may be demonstrated to the fullest feasible extent)

ii. **Technology Selection** (State the criteria used for selection of technology for addressing key problem(s) and the assessment of available technologies related to the project)

iii. **Technology Development/Adoption/Modification/Capacity Buiding** – as applicable (Provide information on the new R&D/adapted R & D to be carried out for technology development/adoption/ modification and brief description of the technology or training package(s) to be used. Information should be provided on the scale of operation, minimum economic viable scale, estimated cost and likely benefits of the proposed technological intervention):

iv. **Types of trainings to be imparted, duration, output and number**—Details of training, trainer resource person(s) to impart training—whether the available expertise is in the institution or to be engaged, raw material required for the same, outcome

v. **Details of sensitization program on health, nutrition, sanitization, fitness, yoga, etc. planned for target women**

vi. **Plan for the alignment with the National Skill Qualifications Framework** (Eligibility, Level, etc.)

vii. **Source of Technology**:

| Source | Technology | Name of agency/institution/individual expert |
|---|---|---|
| Generated in-house by staff | | |
| Generated in-house by employing outside experts | | |
| Borrowed from an outside institution/expert | | |
| Modification of technlogy/know-how being used by the beneficiaries | | |
| Any other (please specify): | | |

viii. **Mechanisms for Beneficiaries/trainees mobilization & Involvement:**
(Please indicate how mobilization & participation of beneficiaries/trainees in the project work will be ensured)

☐ Formation of new SHGs/technology user group or beneficiaries//trainees group for project implementation
☐ Involvement of existing SHGs
☐ Through demonstration of usefulness of technology or training package
☐ Involvement of beneficiaries/trainees through formation of enterprises
☐ Provision of certificates for participation/proficiency for beneficiaries/trainees
☐ Involvement of the beneficiaries as trainers and/or trainees
☐ Financial contribution by beneficiaries/trainees in project execution
☐ Material contribution (tools/raw material, labour, etc.) by beneficiaries in project execution
☐ Handholding through local panchayats/welfare organizations
☐ Any others (please specify):_____

10. **Details of Environmental, Legal and Ethical Issues in project implementation, if any:**
(Please mention how these will be addressed & enclose clearance certificate from concerned authorities if required)

11. **Deliverables** (Please also indicate affordability of deliverables to the target beneficiaries):

| Deliverable | Mark √ | Brief description |
|---|---|---|
| Product development/adaptation | | |
| Process development/adaptation | | |
| Technology package for development of the project area | | |
| Technology capability development, training & documentation (e.g. reports, papers, articles, technology manuals, patents) | | |
| Scientific knowledge and/or data generation leading to technology development in future | | |
| Technologies to be developed and Commercialized | | |
| Number & Names of SHGs created | | |
| Number & names of social enterprises/ Start-ups created | | |
| Marketing Linkages Details | | |
| Complete database of beneficiaries/trainees, Resource Persons & Expert Trainers Name, Address, Contact Number, Email ids, Aadhar Numbers(if available) | | |
| Other (Please specify) | | |

12. **Estimated Benefits** ( 300 words):

| Benefit | Mark √ | Brief description |
|---|---|---|
| Economic (Cost-benefit analysis) | | |
| Employment generation | | |
| Social | | |
| Environmental including potential for CDM benefits | | |
| Others (Please specify) | | |

Note: Please also comment on the possible benefit sharing mechanism of project outcome by different stakeholders.

13. **Possibility of replication of project in similar areas** (after the proposed technological solution is proven, how it will be distributed? Involving state govt. for large scale technology dissemination or via market or any other means - any entrepreneur or business person involved in the work in any manner?):

**14. Suggest measurable indicators** (**10-12 tangible as well as non-tangible along with means of verification**) for monitoring effectiveness of project interventions in respect to the stated objectives and deliverables. The indices you choose must permit objective measurement and determination *vis-à-vis* time line during project cycle comparing with base line data/control-list in the table is only indicative:

| S. No. | Key Performance Indicators (as applicable) |
|---|---|
| i. | Technologies adapted and propagated |
| ii. | Number of total training programmes organized—details thereof title, duration |
| iii. | Number of women trained in total |
| iv. | Technologies transferred, if any |
| v. | Number of SHGs/co-operatives/enterprise formed—number, title |
| vi. | Increase in livelihood/ employment opportunities |
| vii. | Improved linkages with market/ enterprises |
| viii. | Increased availability of resources (natural and/or physical) and assets Improved access to resources |
| ix. | Collaboration with any R&D institution—Details thereof |
| x. | Any dissemination booklets, manuals or films made—title & details |
| xi. | No. of publications produced (Title, Journal, issue, yr.) |
| xii. | Outcome in terms of technologies adopted and used by the trainees for improving their livelihoods |
| xiii. | Standardization of various skills and training programmes (National Skill Qualification Framework) and Sustainability plan |
| xiv. | Increase in family income |
| xv. | Contribution towards sustainable Development goals (SDGs) |
| xvi. | Possibility of forward & backward linkages |

**15. Self- sustainability of the project** after funding support from SEED division is over (1000 words):

## Part III-Budget Estimates: Summary

**1. Total Budget (Rs. in Lakhs):**

i.  Recurring Cost (Rs in Lakhs):
ii.  Non-Recurring Cost (Rs in Lakhs):

| S. No. | Item | Budget | | | |
|---|---|---|---|---|---|
| | | 1st Yr | 2nd Yr | 3rd Yr | Total |
| A | **Recurring**<br>1. Human Resource<br>2. Consumables<br>3. Travel<br>4. Field testing, Demo/ Training expenses (if applicable) | | | | |

| | | | | |
|---|---|---|---|---|
| | 5. Contingencies/Other costs<br>6. Institutional Overheads*<br>7. Any other item | | | |
| **B** | **Non-Recurring**<br>Permanent equipment(Give details)<br>Whether available at GeM portal<br>Need of fabrication of prototype equipment | | | |
| **C.** | **Quotations with comparative statement in support of permanent equipment to be procured** | | | |
| | **Grand Total (A+B)** | | | |

**(Rs. in lakhs)**

- Financial Year: April to March
- It is essential to provide brief & adequate justification for each item of expenditure.

## A. Recurring budget head:

### 1. BUDGET FOR MANPOWER

| Sl.No. | Designation | No. | Qualification & experience | Monthly emolument (Rs) | Budget (Rs. in lakhs) | | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | 1st Yr | 2nd Yr | 3rd Yr | Total |
| | | | | | | | | |

i. Only NET/GATE qualified candidates can be appointed as Res. Associate/SRF/JRF--Specific resource persons/trainers (limited to 1 or 2) (Ref. OM. No. SR/S9/Z-08/2018 dated 30.01.2019 and SR/S9/Z-05/2019 dated 21.08.2019).
ii. DST would not entertain any request for hike in emolument of project staff during the project period.
iii. Limited funds may be allowed as 'Honorarium to Experts' for need-specific consultancy.

### 2. BUDGET FOR CONSUMABLES*

| Sl.No. | Description of consumable | Qty./Yr | Budget (Rs. in lakhs) | | | |
|---|---|---|---|---|---|---|
| | | | 1st Yr | 2nd Yr | 3rd Yr | Total |
| | | | | | | |

* Includes items like chemicals, laboratory equipment, glasswares, training materials, raw materials for fabrication, stationery, etc.

### 3. BUDGET FOR TRAVEL

| Sl.No. | Purpose | Budget (Rs. in lakhs) | | | |
|---|---|---|---|---|---|
| | | 1st Yr | 2nd Yr | 3rd Yr | Total |
| 1 | Project logistics | | | | |

| 2 | Field activities | | | | |
| 3 | DST review meetings | | | | |

i. International travel is not permitted
ii. The project personnel shall exercise utmost austerity while traveling.
iii. Please provide detailed justification for budget proposed under first two headings.

## 4. FIELD TESTING/DEMO/TRAININGS/LPAC Meetings

| Sl.No. | Description of field testing/demos /trainings (Include material for technology field testing/demo, training manuals, training expenses for beneficiaries) | No/Yr | Budget (Rs. in lakhs) | | | |
|---|---|---|---|---|---|---|
| | | | 1st Yr | 2nd Yr | 3rd Yr | Total |
| | | | | | | |

**Note:** For training give details about the subject of training(s), no. of beneficiaries/training, duration of training days, cost /training). There should be separate budget for onsite Local Programme Advisory Committee Meetings with 5-7 outside experts and a provision of honorarium for the non-officials.

## 5. BUDGET FOR CONTINGENCIES*

| Sl.No. | Item | Qty./Yr | Budget (Rs. in lakhs) | | | |
|---|---|---|---|---|---|---|
| | | | 1st Yr | 2nd Yr | 3rd Yr | Total |
| | | | | | | |

* Includes items like computer time, secretarial assistance, documentation, cost of technology transfers/acquisitions (intellectual fees), lab/field trials, maintenance/servicing of equipment, incidental expenses, etc.

**B. Non-Recurring budget head**:

## BUDGET FOR PERMANENT EQUIPMENT

| Sl.No. | Equipment/Item details | Qty | Budget (Rs. in lakhs) |
|---|---|---|---|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |

i. Include installation charges, transport, taxes/duties/levies, etc. Please try to avail tax/duty exemptions as applicable to your institution/organization.
ii. Budgetary quotations will be required for permanent equipment (estimates, if the equipment is to be fabricated locally for prototype testing etc) and other items under non-recurring head, once project is approved for financial support. The Goods

(consumables/equipment) available in GeM portal are to be procured online through GeM only.

iii. Drawings/layouts, etc. prepared by authorized professionals/agencies should be submitted for proposed work shed/structures, if applicable, and supported by documents showing availability of required land along with consent letter from the owner (Panchayat/individual/Govt./etc.).

iv. Proper record should be maintained for the items procured under this Head.

## Part-III- Summary of Proposal

### (Please limit to 2-3 pages only)

1. Title of Project:

2. Project Duration:

3. Proposed Objectives (4-5 only):

4. Name, Address & Contact Details of PI (from NGO/ KI):

5. Name, Address & Contact Details of Co-PI (from KI/ NGO):

6. Registration number & date of Registration as NGO/ VO / private institution:

7. NGO Darpan ID of NGO/ VO/ private institution

8. Area of proposed work:

9. Nature of the Project:

(Pl. tick one or more boxes, as applicable)

| | |
|---|---|
| Technology development (new product/process or up/down scaling of existing systems) | |
| Technology development & transfer (development of product/process followed by field adaptation trials, demonstrations & transfer of technology) | |
| Technology dissemination (dissemination of available technology for solution of identified problem ) | |
| Technology adaptation/optimization, demo and training | |
| Other (Please specify) | |

10. Details of collaborative partners (NGOs/ KIs/ Social Ventures/ CBOs/ SHGs/ FPOs etc.):

11. Role of partner organization/ agency/ group in implementation of project:

12. Problem identification and baseline study for proposed project:

13. Methodology (State the methodology in a sequence of clearly defined steps leading to achievement of the stated objectives & Title of the various types trainings to be imparted, number of trainees to be trained per training, outcome of such a training):

14. Geographical coverage area of proposed project (villages/blocks/districts)

15. Estimated year-wise budget required for project support:

BUDGET ESTIMATES: SUMMARY

| S. No. | Item | Budget |
|---|---|---|

| | | 1st Yr | 2nd Yr | 3rd Yr | Total |
|---|---|---|---|---|---|
| **A** | **Recurring**<br>1. Human Resource<br>2. Consumables<br>3. Travel<br>4. Field testing, Demo/ Training expenses (if applicable)<br>5. Contingencies/Other costs<br>6. Institutional Overheads*<br>7. Any other item | | | | |
| **B** | **Non-Recurring**<br>Permanent equipment(Give details)<br>Whether available at GeM portal<br>Need of fabrication of prototype equipment | | | | |
| **C.** | **Quotations with comparative statement in support of permanent equipment to be procured** | | | | |
| | **Grand Total (A+B)** | | | | |

16. Self- sustainability plan of the project after funding support from SEED division is over:

**ENDORSEMENT FROM THE HEAD OF INSTITUTION**
**(TO BE GIVEN ON LETTER HEAD)**

PROJECT    TITLE:       _____
_____

1.    Certified that the Institute welcomes participation of Dr./Shri/Smt./Km. _____ as the Principal Investigator and Dr./Shri/Smt./Km. _____ as the Co-Investigator for the project and that in the unforeseen event of discontinuance by the Principal Investigator, the Co-Investigator will assume the responsibility for the fruitful completion of the project (after obtaining consent in advance from DST).

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

3.    Institute assures financial and other managerial responsibilities of the project.

4.    Certified that the organization has never been blacklisted by any department of the State Government or Central Government.

Name and Signature of Head of Institution

Date: ………………

Place:………………

REMARKS

In regard to research proposals emanating from scientific institutions/laboratories under various scientific departments the Head of the institution is required to provide a justification indicating clearly whether the research proposals falls in line with the normal research activities of the institution or not and if not, the scientific reasons which merit its consideration by DST.

## CERTIFICATE FROM THE INVESTIGATORs
### (On Letter Head of Organization)

PROJECT TITLE: _____
_____
_____

1.      We agree to abide by the terms and conditions of the DST grant.

2.      We did not submit this or a similar project proposal elsewhere for financial support.

3.      We have explored and ensured that equipment and basic facilities will actually be available as and when required for the purpose of the project.  We shall not request financial support under this project, for procurement of these items.

4.      We undertake that spare time on permanent equipment will be made available to other users.

5.      We have enclosed the following materials(in soft copy)

      ITEMS

(a)      Endorsement from the Head of
     the Institution (on letter head)

(b)      Registration certificate, Memorandum
     of association, rules and regulations of
     the institution, Audited Balance Sheet
     and annual report of previous three years.

(c)       Saving Bank account details as per PFMS


Date : ………………          Name & Signature of          Name & Signature
                         Principal Investigator          of Co-PI(s)
Place:………………..

**Bio-data of PI & Co-PI**

**1. a) Principal Investigator**

| |
|---|
| Name, Designation, Department: |
| Institute/University Name and Address: |
| Date of Birth: |
| Likely Date of retirement: |
| Gender (M/F): |
| Category (Gen/SC/ST/OBC): |
| Telephone(O), Telephone (R) and Fax: |
| Mobile: |
| Email: |

   **b) Education and Training** (From Graduation to highest qualification level indicating subject and area of specialization – Enclose copy of certificate of highest qualification):

| Degree | Year | University/Institute | Field of Specialization |
|---|---|---|---|
| | | | |

   **c) Field of Experience (Keywords)**
   **d) Award/Prize/Certificate etc. won by the investigator:**
   **e) Number of Papers published**
   **f) Significant publications (Maximum 10)**

| Title | Authors | Journal | Volume | Page | Year | SCI Index |
|---|---|---|---|---|---|---|
| | | | | | | |

   **g) List of proposed area related publications from last five years**
   **h) Relevant technical expertise for proposed proposal**
   **i) (1) List of completed and ongoing projects**

| Sl. No. | Title of Project | Duration From to | Total Cost | Funding Agency |
|---|---|---|---|---|

**2. a) Co-Principal Investigator**

| |
|---|
| Name, Designation, Department: |
| Institute/University Name and Address: |
| Date of Birth: |
| Likely Date of retirement: |
| Gender (M/F): |
| Category (Gen/SC/ST/OBC): |
| Telephone(O), Telephone (R) and Fax: |
| Mobile: |
| Email: |

   b) **Education and Training** (From Graduation to highest qualification level indicating subject and area of specialization – Enclose copy of certificate of highest qualification):

| Degree | Year | University/Institute | Field of Specialization |
|---|---|---|---|
| | | | |

  **c) Field of Experience (Keywords)**

  **d) Award/Prize/Certificate etc. won by the investigator:**

  **e) Number of Papers published**

  **f) Significant publications (Maximum 10)**

| Title | Authors | Journal | Volume | Page | Year | SCI Index |
|---|---|---|---|---|---|---|
| | | | | | | |

  g) **List of proposed area related publications from last five years**
  h) **Relevant technical expertise for proposed proposal**
  i) **(1) List of completed and ongoing projects**

| Sl. No. | Title of Project | Duration From to | Total Cost | Funding Agency |
|---|---|---|---|---|

**Other Co-Investigator \***

\*You can add additional Co-Investigator as per your requirements as (a),(b),(c),(d),(e),(f)…...

SIGNATURES OF CO-PI:
SIGNATURES of the HOD:

\\

**Department of Science & Technology**
**Science for Equity, Empowerment & Development Division (SEED) Division**

**Terms and Conditions for Organizations selected for project support under S&T for Women Programme**

1. Focus of programme is on promotion of applied research & development, adaptation of technology, knowledge generation & dissemination and transfer of proven technologies with an aim to empower women through Science and Technology with respect to various stages of life cycles of women; and to create gainful employment potential of women

2. Manpower sanctioned under project should have relevant qualifications and experience/expertise against each sanctioned post according to DST norms which should be relevant to activities proposed for three years (Ref. OM. No. SR/S9/Z-08/2018 dated 30.01.2019 and SR/S9/Z-05/2019 dated 21.08.2019). Staff recruited for a project should be paid as per the rules of the institute and guidelines of the Government of India. The same staff should not take salary from multiple projects.

3. Project manpower will work for full time in project mode as per organizations rules and regulation, and not as employee(s) of Department of Science and Technology (GOI) and may also be utilized in coordinating data collection & analysis of S&T for women programme in terms of output, outcome and impact. Such staff member will not draw salary from other projects but may receive honorarium for specific activities. The support should also be utilized to dream and visualize innovative ideas and activities. The PI & Co-I should be able to devote adequate time to the project and should not handle more than two projects simultaneously.

4. Minimum Infrastructure and support services to project manpower should be the responsibility of the organization. Each organization should also strengthen networking with KVKs, smaller VOs in respective area of influence for large scale technology dissemination and other outreach activities. Also, project personals would catalyze and promote capacity building of these partner VOs.

5. Continuation and financial support for project will depend on evaluation of progress and assessment by expert team from time to time. Non-performance may lead to stoppage of grant/disqualification for further project support.

6. International travel is not permissible under the programme.

7. After receipt of project grant, signed bio-data and joining details about the manpower recruited should be intimated to SEED Division, DST within three months.

8. Progress report along with audited statement of expenditure (SE) and utilization certificate (UC) as per timeline for each financial year should be submitted each year.

9. Unspent balance and interest accrued at the end of each financial year should also be reported in SE & UC and permission may be sought to carry forward the unspent balance to the next financial year. Interest accrued in each financial year should be deposited to Consolidated Fund of India- Bharat Kosh and details should be mentioned in UC & SE.

10. Capital assets (consumables/equipment) available in GeM portal are to be procured online through GeM only. Capital assets/facilities to be created from project support should be recorded in a separate stock book/register

11. Capital assets created/deployed from project will be used by the intended beneficiaries during implementation period, and even after completion of the project support. GFR-2017 rules should be followed.

12. DST (SEED Division) will be immediately informed in case any member of the project team leaves the organization and replacement along should be reported within 3 months of vacancy.

13. All equipment and other field assets, PPTs, banners, boards, manuals, reports etc. will carry the credit as 'Catalyzed & Supported under S&T for women Programme of Science for Equity, Empowerment & Development Division, Dept. of Science & Technology, New Delhi'.

14. DST will be authorized to conduct audit and inspection of the project Support at any time and the project team will facilitate such audit or inspection.

15. An official of DST will be invited to attend the meetings of the executive body of the organization, wherein progress and expenditure details related to project activities are discussed. DST will nominate a suitable officer for this purpose.

16. DST will be kept informed about projects funded by other agencies. Accounts of such projects should be separately maintained.

17. Each training activity should be properly documented along with the subject matter, content of training, names of trainers and names of participants along with their address, place and date(s) of training.

18. Each member of the project team should maintain a log book recording the tasks performed by him/her on a day to day basis.

19. Proper documentation should be maintained in respect of activities taken up by the project support group as each new idea being pursued, expenses incurred in processing the idea, person involved, equipment proposed etc.

20. Benefits accrued to society / beneficiaries, directly or indirectly should be documented in story and video form.

21. Project implementing agency/organization will be responsible in case of any financial & legal administrative responsibility and dispute between the agency/organization and project staff. DST will not be liable for such legal cases of disputes.

22. Organizations are discouraged from simultaneously taking up/submitting several projects in different schemes of the SEED division, DST. Multiple proposals from the same institution for establishing different WTPs should be avoided.

23. In case of multi-institutional project, the Principal Investigator (PI) must furnish formal agreement from the collaborating institutions/ scientists.

We agree to the above terms and conditions.


**Date:**                                                                    (             )


**Place**:

**Signature with seal**

                                                    **[Head of the organization-1]**



**Date:**                                                                    (             )


**Place**:

**Signature with seal**

                                                    **[Head of the organization-2]**


**(*To be signed by Head of organization from Implementing and partner institute/agency both).**