



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

सत्यमेव जयते

## Call for Project Proposal under Strengthening, Upscaling & Nurturing Innovations for Livelihood (SUNIL) programme

Website: <https://dst.gov.in/seed-home>

**Last date of application: 6<sup>th</sup> Feb. 2023 (Extended upto 21<sup>st</sup> Feb. 2023)**

Project proposals are invited through e-PMS Portal (<https://onlinedst.gov.in/>) for consideration of support under the programme Strengthening, Upscaling & Nurturing Innovations for Livelihood (SUNIL), of Science for Equity, Empowerment & Development (SEED) Division, Department of Science & Technology (DST), Government of India. SUNIL programme aims to support technology delivery and models of social enterprise creation for Economically Weaker Section (EWS) of society including need-based & action research projects to identify local and systemic solutions to implement S&T based projects at community level. The candidate belonging to EWSs are not covered under the scheme of reservation for SCs, STs and OBC category and have an annual gross income of less than Rs. 8 lakhs including earnings from all sources for the fiscal year such as agriculture, salaries, businesses, etc. At least 50-70% of the total beneficiaries of the project should belong to EWS Community. Detailed criteria for income and assets is available at <https://dopt.gov.in/sites/default/files/ewsf28ft.PDF>.

Focus of the SUNIL programme is not only limited to the deployment of many field-tested models and location-specific technologies to meet the needs of economically weaker sections {such as small land holder farmers, traditional artisans (e.g. blacksmiths, weavers, carpenters etc.), landless laborer and population working for unorganized sector (including transgender and prisoners)}. It also encourages improving their S&T knowledge, skill enhancement, capacity building and socio-economic conditions. Call is invited in following three aspects-

### 1. Technology interventions for Addressing Societal Needs (TIASN)

- Research on identifying local & systemic needs and developing scientific and need-based innovative technologies for improvement in following areas-
  - Green Infrastructure and Connectivity to Remote Habitations;
  - Recycling and Reprocessing of non-bio Waste;
  - Bio-oil from Agriculture Waste;
  - Affordable and Quality Health & Nutrition and Sanitation Management System;
  - Crop Stubble Management;
  - Hydroponic farming System;
  - Low Cost Educational and Entertainment Tools;
  - Drudgery reduction of traditional artisans;

- Grey Water Recycling System and Usage of Treated Water;
- S&T based Eco-tourism Management;
- Biologically integrated farming systems (BIFS) & best practices;
- Linking local innovations to market and financial services;
- Standardizing locally appropriate & pilot tested technologies;
- Identifying local innovation system and linking with formal innovation system;
- Mapping of S&T knowledge generated from Scientific Ministries/ Departments with schemes/programmes of welfare Ministries/ Departments;
- Identifying and addressing other systemic gaps related to implementation of S&T based projects (viz. adaptation, replication, scientific validation, branding, marketing, and scale up etc.) at community level.

**2. Technology delivery & enterprise creation model for improving efficiency of livelihood system:**

- Providing emerging & locally appropriate STI solutions to strengthen weakest link (gaps) of livelihood system through Land-Lab-Land approach involving KIs, NGOs and Community;
- Utilizing strongest link of local livelihood system for encouraging social entrepreneurship development for EWS Society.

**3. Capacity Building of Community-based organizations (CBOs), NGOs, Knowledge Institutions (KI) & Social Start-ups:**

- Imparting knowledge on societal development issues, Sustainable Development Goals (SDGs), National Priorities (NPs) and Scientific Social Responsibilities (SSR) to scientific & research community;
- Organizing awareness creation programmes, workshops, roundtable discussions, conferences, exhibitions, skills & training programmes to enhance the S&T capability of CBOs and NGOs;
- Brainstorming and National consultation on the process of standardization of S&T enabled NGOs;

**Note:** Programme will encourage applied research proposals. Need assessment & implementation plan at grassroot level from Knowledge Institution and NGO partner is essential component in formulated project proposal for seeking grant from Department.

**Duration of Project support:** The duration of project support will be for a period of 3-5 years based on the proposed activities and deliverables.

**Project Partners:** S&T capable NGOs and Knowledge Institutions for collaborative S&T research and interventions involving other Community based organizations viz. Self-Help Groups (SHGs), Farmer Producer Organizations (FPOs), Social entrepreneurs, Start-ups and community.

## **Eligibility Criteria:**

A coordinated project proposal involving above-mentioned partners should be submitted online. Before applying to new proposal, PI must ensure to maintain maximum two number of ongoing projects supported to Host Institution (HI) by SEED division at a time. Organizations already working on two ongoing projects supported by SEED division need not to apply under this call for proposal. Teams eligible for receiving project grants under the SUNIL Programme include:

### **Principal Investigator (PI)/ Co-PI from KI-**

- Scientists, engineers, technologist working IITs, NITs, Autonomous Bodies/Aided Institutions and other educational institutions/ Universities under Central/State Governments, R&D institutions, laboratories having adequate infrastructure and project implementation experience at societal level.

### **Principal Investigator (PI)/ Co-PI from NGOs-**

- Non-Governmental Organization/Voluntary organizations/private 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/institutions should come with legal status or as a society registered under the Societies Registration Act 1860 or a trust registered under the Indian Trusts Act 1920 or Charitable or Religious Act 1920 or under the corresponding State Act.
- 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.
- Signed audited statements are available (at least for the last three financial year): balance sheet, income and expenditure statement, receipts and payments account, schedules to these, notes on accounts and the statutory auditor's report.
- NGOs/VOs Should submit Foreign contribution regulation Act (FCRA) certificate (to access international funding if any).

**Involvement of CBOs/Community Groups/FPOs/ SHGs & Social ventures:** Direct funding to this group of project partners will not be supported. However, they will have to apply through NGOs or KIs mentioning their specific role and budgetary requirement in the project proposal.

- FPOs promoted and supported by Government Departments, Corporates and Domestic & International Aid Agencies, NABARD, SFAC) or registered on e-NAM platform and having formal working space/ office, bank account and Aadhar details etc.
- SHGs registered by Khadi & Village Industries Commission (KVIC), Common Service Centre (CSC), NABARD or having saving bank account in the name of SHG.
- Social Start-ups and Entrepreneurs including private as well as state sponsored incubators who offer accelerated technological and innovation growth etc.

**Note:** Only one Principal Investigator (PI) / Project Coordinator/ Senior Programme Officer and one Co-PI from NGO and/ or KI will be allowed for a project and will be eligible to draw emoluments from only one project supported by SEED Division, DST at a particular time. Other human resources on project will be decided on the recommendations of EC members and need of project. Positions may be Programme Officer/ Programme Professional/ Project Assistant/ Project Associate/ Field assistant/ Technical Assistant/ Field Worker/ Supervisor/ Labourer etc.

**Details on Funding Pattern, Shortlisting & Selection Criteria, Operation of Programme, Monitoring & Evaluation Indicators and Proforma of Project Proposal is available in “Guidelines of SUNIL programme” [<https://dst.gov.in/sites/default/files/Guidelines-SUNIL-English.pdf>].**

### **Instructions to be Followed & Documents/Enclosures Required to be Submitted Alongwith 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.
- **Submission of new project proposal for support will be based on fresh call for proposal initiated on e-PMS Portal (<https://onlinedst.gov.in/>).**
- Please furnish one copy of the following documents:
  - Authenticated copy of valid registration certificate of NGO/VO/private institution.
  - Memorandum of Association, Rules and Bylaws of the society/trust/section 8 company.
  - Balance sheets, statement of Accounts and Annual report of the organization for the last 3 financial years.
  - Memorandum of Understanding/ Consent between project partners.
  - Copy of signed General terms & conditions from Heads of partner institutions (**Annexure- II**)
  - Certificate from the Principal investigators (PI) (**Annexure- III**)
  - Bio-data of PI & Co-PIs (**Annexure- IV**)
- **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.**

Any query/ correspondence regarding the above Call for Proposal may be initiated on 011-26590618 or mail to the following address: -

**Dr Debapriya Dutta (HEAD & Advisor), Email: [ddutta@nic.in](mailto:ddutta@nic.in)  
Dr Anuradha Pughat (Scientist), Email: [anuradha.pughat@gov.in](mailto:anuradha.pughat@gov.in)  
Science for Equity, Empowerment and Development Division  
Department of Science and Technology  
Technology Bhawan, New Mehrauli Road  
New Delhi – 110 016**

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# PROFORMA FOR PROJECT PROPOSAL SUBMISSION

(TO BE FILLED BY APPLICANT)

## PART A

(Please limit to 3-4 pages only)

### DESCRIPTION ABOUT THE ORGANIZATION (KI/ NGO)

1. **Title of Project:**
2. **Project Duration:**
3. **Category (Tick Mark any one):**
  - i. Technology interventions for Addressing Societal Needs (TIASN):
  - ii. Capacity Building of Community-based organizations (CBOs), NGOs, Knowledge Institutions (KI) & Social Start-ups:
4. **Proposed Objectives:**
5. **Name, Address & Contact Details of PI (from NGO/ Knowledge Institution):**
6. **Name, Address & Contact Details of Co-PI (from Knowledge Institution/ NGO):**
7. **Identification of NGO:**
  - 7.1. Name of Organization
  - 7.2. Address with PIN CODE
  - 7.3. Contact person
  - 7.4. Telephone & Fax No.
  - 7.5. E-mail: \_\_\_\_\_ Website: \_\_\_\_\_
  - 7.6. Registered as: Society/ Trust
  - 7.7. Date of registration
  - 7.8. NGO Darpan ID
8. **Identification of KI:**
  - 8.1. Name of Organization
  - 8.2. Address with PIN CODE
  - 8.3. Contact person
  - 8.4. Telephone & Fax No.
  - 8.5. E-mail: \_\_\_\_\_ Website: \_\_\_\_\_
  - 8.6. Registered as: Society/ Trust/ Others
9. **Area of proposed work** (viz. Natural Resource Management; Drinking Water & Sanitation; Education; Health & Nutrition; Social Security; Local transport & Development; Electricity &

Clean Energy; Entertainment; Integrated-farming & best practices; Linking people to financial services; Phone & Internet facilities; Livelihood & skill development etc.)

**10. Give an organization chart, job description and expertise of your organization (for NGO & KI both).**

**11. Scientific Manpower in position in the organization as on date (for NGO only)**

S.N.	NAME & DESIGNATION	HIGHEST QUALIFICATION	SPECIALIZATION	LINK WITH THE ORGANIZATION	DATE OF JOINING	Full time/ part time employee

**12. Pattern of expenditure for last five years (for NGO only)**

S.N.	FUNDING AGENCY	AMOUNT	YEAR	PURPOSE

**13. Best Practices (for NGO only)**

- i. Indicate how often governing body meets in a year, how often general body meets?  
(Give the dates of most recent three formal meetings of the Governing Body and general body, place and number of members attending out of total number)
- ii. Attach most recent three annual audit reports as presented to the governing body and approved, list the years here (reports should be placed during visit of the expert team/ presentation before Expert Committee members).
- iii. Indicate how many persons joined/ left the organization in the most recent three-year period.
- iv. Do you formally assess performance of your staff, how frequently is assessment made, who does the assessment, is the result shared with concerned member.
- v. What measures and incentives are in place to attract new bright people to your organization and retain them.
- vi. Do you price and sell your products and services or give that free to beneficiaries?
- vii. Do you have your own marketing group or have access to consultancy services?
- viii. What measures are in place to make your initiative financially self-reliant and sustainable in future - we are referring to funds you are seeking as project mode support.
- ix. Name two R&D/ S&T institution, organization with whom you partnered in some successful technology led initiative; was there a MoU formally signed, what did the partners contribute to the initiative, what product was developed?

**14. List three successful and proven technology models and related packages/products developed and commercialized, if any (viz. New / Improved Machine or equipment / bio-product etc.) – for NGO and KI both**

**List four successful technology models as complete package/ products developed and commercialized**

<b>Specific Details</b>	<b>Package/ Product 1</b>	<b>Package/ Product 2</b>	<b>Package/ Product 3</b>	<b>Package/ Product 4</b>
1. Developed during (time)				
2. Investment in R&D (Rs.)				
3. Funded by				
4. Purpose of product				
5. Intended users				
6. Launched in market on				
7. Sold on subsidized price/ not				
8. Product distributed/ Franchised out				
9. Growth in number of users since launch				
10. Patented/ branded (details)				
11. Manufactures created				
12. Revenues from IPR				
13. Plans for modification/ scaling				

**PART B**

**(Please limit to two pages only)**

**SOURCE OF FUNDS AND PERMANENT FACILITIES**

- Please give details of agencies (national as well as international) which gave funds, amount received, and purpose for which they were utilized in the format given below for the last ten years **(for NGO & KI both)**. Copy of sanction letters to be shown at the time of presentation/ field visit.

<b>S.N.</b>	<b>AGENCY</b>	<b>AMOUNT</b>	<b>YEAR</b>	<b>PURPOSE – Project details</b>
<b>1.</b>				
<b>2.</b>				

- Description about permanent facilities (land, equipment, building etc.) created in the project area & proposal for utilizing facilities in the project mode support. **(for NGO & KI both)**

<b>S.N.</b>	<b>ITEM</b>	<b>YEAR OF</b>	<b>PURPOSE FOR</b>	<b>SOURCE OF FUNDING</b>
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		CREATION / PROCUREMENT	WHICH USED	
1.				

## PART C

(Please limit to four-five pages only)

### DESCRIPTION OF ACHIEVEMENTS & PROPOSED ACTIVITIES

1. Please describe briefly your activities for the last five years highlighting the S&T interventions in proposed project area with details for the following:

S.N.	ACTIVITIES (for NGO & KI both)	BRIEF DETAILS (with quantitative figures if possible)
1.	Expertise developed (training, projects undertaken etc.)	
2.	Technologies developed and disseminated/ innovations	
3.	S&T based revenue generation model(s) developed	
4.	Participatory approaches (involvement of community)	
5.	Areas of influence (village/block/district) etc.	
6.	Involvement of beneficiaries and local organizations	
7.	Involvement in district and state level planning	
8.	Training programmes/ workshops organized	
9.	Publications – training manual, contributions to magazines and journals	
10.	Visit of villagers to organization/ meetings conducted, if any	
11.	Technology benefits to society	
12.	Patent granted, if any	
13.	Award/Recognition for technology development & dissemination	
14.	Linkages with S&T institutions/ resource persons/ R&D agencies for technical back up	

2. Geographical coverage (villages/blocks & districts covered) with details about location of field units/offices, and locations of projects handled in last five years. Show linkages in a chart form.
3. Focus on technology delivery and enterprise creation for improving livelihood efficiency in next 5 years from now. Expected societal changes from proposed project, if any.

4. List the need-based project objectives to be focused during project implementation, if approved under SUNIL programme: year-wise work plan of action with time line and deliverables in tabular form

S.NO	PROPOSED OBJECTIVE (4-5 only)	YEAR	LIKELY DELIVERABLES	MEANS OF VERIFICATION (INDICATORS)
1.				
2.				
3.				

5. **WORK PLAN (MAX. 250 WORDS):** State the methodology in a sequence of clearly defined steps leading to achievement of the stated objectives.
6. Proposed collaboration with Knowledge Institutions/ Social ventures/ other voluntary groups to benefit and empower citizen through S&T interventions.
7. **PUBLICITY, PROMOTION & DISSEMINATION PLAN:** (provide a publicity, promotion & dissemination plan which shows how the project achievements will be properly disseminated)
8. Suggest output, outcome and impact indicators for effective monitoring of project performance (refer table 1 in guidelines of SUNIL programme).

Project performance indicators (objective-wise)		
<i>Output's Indicators</i>	<i>Outcome's Indicators</i>	<i>Impact's Indicators</i>
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## PART D

(Please limit to 3 pages only)

### BUDGET DETAILS

Proposed budget from partner agencies should be realistic based on the requirements to carry out proposed objectives and activities to address the problem of particular-size of EWS population and areas to be covered in a select time period. **Please give brief justification for each item proposed under different budget heads.**

#### A. RECURRING (GENERAL) BUDGET HEAD:

1. **MANPOWER** (team of scientists/engineers/technical support staff including social scientist total not more than four)

Designation (Number of persons)	Monthly Emoluments (Rs.)	BUDGET (Rs. in lakhs)					Justification
		Year					
		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	

i.

ii.

Total

(Only NET qualified candidates will be considered as JRF/SRF)

2. **CONSUMABLES** (Supplies/Materials for adaptive R&D/technology refinement and field testing etc.)

Description	Budget (Rs. in Lakhs)					Justification
	Year					
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	

Items

i.

ii.

Total

**3. TRAVEL**

Item	Budget (Rs. in lakhs)					Justification
	Year					
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	
1. Local						
2. Out Station						
Total						

(International travel is not permitted)

**4. ADAPTIVE R&D, FIELD TESTING/ DEMONSTRATION, TECHNOLOGY DISSEMINATION, DOCUMENTATION & TRAINING**

Item	Budget (Rs. in Lakhs)					Justification
	Year					
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	
1. Adaptive R & D						
2. Field Testing/demonstration						
3. Technology dissemination						
4. Documentation & Training (Topic, purpose, no. of trainings/yr., duration of training days, level of Participation, cost/training)						
Total						

**5. CONTINGENCY**

Item	Budget (Rs. in Lakhs)					Justification
	Year					
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	
Total						

**6. INSTITUTIONAL OVERHEADS**

Item	Budget (Rs. in Lakhs)					Justification
	Year					
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	

Total

**B. NON-RECURRING (CAPITAL) BUDGET HEAD:** *(Small grant only for essential permanent equipment and structure etc.)*\*:

Equipment / Item details	Estimated Cost (Rs.)	Justification
1.		
2.		
Total		

\*. Budgetary quotations (min. 3 no.) will be required in support of estimates for equipment, if project is approved for financial support. (PI. give estimates, if the equipment is to be fabricated locally for prototype testing etc). Include installation charges, transport, taxes/duties/levies, etc. Please try to avail tax/duty exemptions as applicable to your institution/ organization. Proper record should be maintained for the items procured under this Head. As per rule 149 of GFR, the procurement of Goods & Services is Mandatory for Goods and/or Services available on GeM Portal only and PI will also follow DoE's guidelines for incurring expenditure under the different sub-head.

## PART E

### 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. Detailed mailing address and contact number of Authorized office bearer of both organizations for issuing sanction, if project proposal is approved:
9. Area of proposed work (viz. Natural Resource Management; Drinking Water & Sanitation; Education; Health & Nutrition; Social Security; Local transport & Development; Electricity & Clean Energy; Entertainment; Integrated-farming & best practices; Linking people to financial services; Phone & Internet facilities; Livelihood & skill development etc.):
10. Problem identification and baseline study for proposed project:
11. Details of collaborative partners (NGOs/ KIs/ Social Ventures/ CBOs/ SHGs/ FPOs etc.): MoU/ partnership certificate to be shown at the time of presentation on proposal.
12. Role of partner organization/ agency/ group in implementation of project:
13. Geographical coverage area of proposed project (villages/blocks/districts)

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

**BUDGET ESTIMATES: SUMMARY**

(Rs. in lakhs)

Item	Budget					
	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	Total
A. Recurring						
1. Manpower						
2. Consumables						
3. Travel						
4. Adaptive R & D, Field Testing/Demonstration, Technology Dissemination, Documentation & Training etc.						
5. Contingencies/Other cost						
6. Institutional Overheads						
B. Non-Recurring Permanent equipment / item						
<b>Grand Total (A+B)</b>						

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

**Terms and Conditions for Organizations selected for project support under SUNIL Programme**

1. Focus of Strengthening, Upscaling & Nurturing Innovations for Livelihood (SUNIL) programme will adhere to following three aspects:
  - **Technology delivery & enterprise creation model:** Land-Lab-Land approach to provide emerging & locally appropriate STI solutions to strengthen weakest link of livelihood system and utilizing strongest link of local livelihood system for social entrepreneurship development to EWS Society.
  - **Research to identify local and systemic solutions:** It includes research to identify solutions to local problems, strengths & weaknesses of livelihood system, defining S&T based NGOs, standardization of pilot tested locally appropriate technologies, identification of local innovation system, aligning Welfare system with knowledge system and other systemic gaps related to implementation of S&T based projects at community level.
  - **Capacity Building of CBOs, NGOs and KIs:** Awareness creation, workshops, roundtable discussions, conferences, exhibitions, skill & training programmes to enhance the S&T capability of CBOs, NGOs and social issues related knowledge of Scientists & researchers (Postdoc, PhD & MTech students) and standardization of S&T enabled NGOs.
2. Manpower sanctioned under project should have relevant qualifications and experience/expertise against each sanctioned post which should be relevant to activities proposed for three/ five years. **Principal Investigator (PI) /Senior Program Officer (SPO)** should have PhD Engineering/ Sciences/ Medicine/ Pharma or PG in Engineering/ Sciences/ Medicine/ Pharma with minimum 5 years of field experience in technology development and delivery / implementing S&T based projects/programs for societal application. **Program Officer (PO)** should have Ph. D Engineering/ Sciences/ Medicine/ Pharma or PG in Engineering/Medicine/ Pharma or Graduate in Engineering/ Medicine/ Pharma, and Post Graduates in Science with minimum 3 years of experience in handling S&T based societal projects. **Program Professionals (PP)** should have PG in Science or Graduate in Engineering/ Medicine, or Graduate in Science/Social Science/ Rural Management/ ICT with minimum 5 years of experience in implementing S & T based societal projects. While, **Technical Assistant/ Supervisor/ Construction Specialist/ Field Assistant/ Supervisor** should be Graduate in Science/ Social Science or Diploma holder in any discipline with minimum 3 years of experience in implementing S&T based societal projects.
3. Project Manpower should have at least 50% new young personnel willing to work in remote areas. Organization should evolve an appropriate mechanism with incentives etc. to retain and nurture manpower at least for 3-4 years to ensure timely delivery of expected outcome. Recruitment of women candidates should be encouraged.
4. 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 SUNIL 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.
5. 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.
6. 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.
7. International travel is not permissible under the programme.

8. 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.
9. 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.
10. 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.
11. Capital assets/facilities created from project support 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, banners, boards, manuals, reports etc. will carry the credit as 'Catalyzed & Supported under SUNIL 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.

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**

**Date:** ( )



**Signature with seal  
Head of the Organization 3**

**Place:**

**\*Signature of all partner organizations/ agencies**

**ANNEXURE-III**

**CERTIFICATE FROM PI & Co-PI**

- 1. This is to certify that the information given above is true to the best of my knowledge and belief
- 2. We agree to abide by the terms and conditions of the grant set forth by the Department of Science & Technology.
- 3. Certified that the equipment, other basic facilities and such other administrative facilities as per terms and conditions of the grant, will be extended to project team throughout the duration of the support.
- 4. PI & Co-PI assures financial and other managerial responsibilities of the project implementation.
- 5. Support under SUNIL programme of SEED division, DST will be acknowledged in all future internal or external publications/ reports/ presentations etc. and IPR guidelines will be followed.
- 6. Project team of Grantee organization will facilitate to conduct audit or inspection of project at any time by expert team of DST.
- 7. Partner agencies will abide by the “Terms and Conditions for project support under SUNIL Programme”.
- 8. Certified that the organization has never been blacklisted by any department of the State Government or Central Government.
- 9. We have not applied for similar support to any other agency/ department.

**Date:** ( )  
**Place:** **Signature**  
**Principal Investigator**

**Date:** ( )  
**Place:** **Signature**  
**Co-Principal Investigator**

**Date:** ( )  
**Place:** **Signature**  
**Co-Principal Investigator**

**\*Signature of PI & Co-PIs**

## Bio-data of PI & Co-PI

### (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:

### Education and Training (Graduation onwards):

Degree	Year	University/Institute	Field of Specialization

### Field of Experience (Keywords)

Number of Papers published

Significant publications (Maximum 10)

Title	Authors	Journal	Volume	Page	Year	SCI Index

List of proposed area related publications from last five years

**(b) 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:

Education and Training (Graduation onwards):

Degree	Year	University/Institute	Field of Specialization

Field of Experience (Keywords)

Number of Papers published

Significant publications (Maximum 10)

Title	Authors	Journal	Volume	Page	Year	SCI Index

List of proposed area related publications from last five years

**(c) Other Co-Investigator \***

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