

Endorsement from Head of Department/ College Principal and Summary Sheet for FIST-2023

Application for [please tick one]

Level A

Level B

Level C

Level D

- Subject Area (for Level B, C and D):
- Name of the Department (for Level B, C and D)/ College (for Level A):
- Year of Establishment:
- Name of the University/ Institution (for Level B, C and D):
- Address for correspondence including Telephone, Telegram, FAX, e-mail etc.

- Status of the Institute/ University/ College (attach supporting documents)
 - Academic Status [College (Affiliated/ Autonomous/ Constituent) or Institute/University/ Deemed University]
 - Financial Status [Government (Central or State Govt.)/ Govt. Aided / Private Colleges]
- Total budget:

Information as above is true and is correct.

Signature of the
Head of the Department/ Principal of the College

Endorsement Letter from the Registrar of the University/Head of the Institute/ Principal of the College

(Statement from Employer, on the Letter Head)

This is to certify that:

- I. Dr., the Head or Coordinator, of the Department/ School/ Centre or Principal of the College will assume full responsibility for implementing this project proposed under FIST Program of the Department of Science and Technology, New Delhi during.....
- II. The date of starts of the Project from the date on which the University/Institute receives the bank draft/cheque/RTGS from the Department of Science & Technology.
- III. The Head or Coordinator 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 FIST project.
- IV. The grant-in-aid by the Department of Science & Technology will be used to meet the expenditure on the FIST 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 Department of Science & Technology at the end of the FIST project.
- VI. The University/ Institute will provide basic infrastructure and other required facilities to the investigator for implementing the FIST 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 Department of Science & Technology.
- VIII. Institute assumes to undertake the financial and other management responsibilities of the FIST project.
- IX. Organizing institute will participate in the monitoring/ reviewing of the FIST Project whenever they were asked to do so.

Seal of University/Institute Signature
Registrar of University/Head of Institute/ Principal of the College

Department of Science and Technology
Policy on Conflict of Interest

**For Reviewer & Committee Member or Applicant or DST Officer associated/ dealing with the Scheme/
Program of DST**

Issues of Conflicts of Interest and ethics in scientific research and research management have assumed greater prominence, given the larger share of Government funding in the country's R & D scenario. The following policy pertaining to general aspects of Conflicts of Interest and code of ethics, are objective measures that is intended to protect the integrity of the decision-making processes and minimize biasness. The policy aims to sustain transparency, increase accountability in funding mechanisms and provide assurance to the general public that processes followed in award of grants are fair and non-discriminatory. The Policy aims to avoid all forms of bias by following a system that is fair, transparent and free from all influence/ unprejudiced dealings, prior to, during and subsequent to the currency of the programme to be entered into with a view to enable public to abstain from bribing or any corrupt practice in order to secure the award by providing assurance to them that their competitors will also refrain from bribing and other corrupt practice and the decision makers will commit to prevent corruption, in any form, by their officials by following transparent procedures. This will also ensure a global acceptance of the decision-making process adopted by DST.

Definition of Conflict of Interest:

Conflict of Interest means "any interest which could significantly prejudice an individual's objectivity in the decision-making process, thereby creating an unfair competitive advantage for the individual or to the organization which he/she represents". The Conflict of Interest also encompasses situations where an individual, in contravention to the accepted norms and ethics, could exploit his/her obligatory duties for personal benefits.

1. Coverage of the Policy:

- a) The provisions of the policy shall be followed by persons applying for and receiving funding from DST, Reviewers of the proposal and Members of Expert Committees and Programme Advisory Committees. The provisions of the policy will also be applicable on all individuals including Officers of DST connected directly or indirectly or through intermediaries and Committees involved in evaluation of proposals and subsequent decision-making process.
- b) This policy aims to minimize aspects that may constitute actual Conflict of Interests, apparent Conflict of Interests and potential Conflict of Interests in the funding mechanisms that are presently being operated by DST. The policy also aims to cover, although not limited to, Conflict of interests that are Financial (gains from the outcomes of the proposal or award), Personal (association of relative / Family members) and Institutional (Colleagues, Collaborators, Employer, persons associated in a professional career of an individual such as Ph.D. supervisor etc.)

2. Specifications as to what constitutes Conflict of Interest.

Any of the following specifications (non-exhaustive list) imply Conflict of Interest if,

- (i) Due to any reason by which the Reviewer/Committee Member cannot deliver fair and objective assessment of the proposal.
- (ii) The applicant is a directly relative# or family member (including but not limited to spouse, child, sibling, parent) or personal friend of the individual involved in the decision-making process or alternatively, if any relative of an Officer directly involved in any decision-making process / has influenced interest/ stake in the applicant's form etc.

- (iii) The applicant for the grant/award is an employee or employer of an individual involved in the process as a Reviewer or Committee Member; or if the applicant to the grant/award has had an employer-employee relationship in the past three years with that individual.
- (iv) The applicant to the grant/award belongs to the same Department as that of the Reviewer/Committee Member.
- (v) The Reviewer/Committee Member is a Head of an Organization from where the applicant is employed.
- (vi) The Reviewer /Committee Member is or was, associated in the professional career of the applicant (such as Ph.D. supervisor, Mentor, present Collaborator etc.)
- (vii) The Reviewer/Committee Member is involved in the preparation of the research proposal submitted by the applicant.
- (viii) The applicant has joint research publications with the Reviewer/Committee Member in the last three years.
- (ix) The applicant/Reviewer/Committee Member, in contravention to the accepted norms and ethics followed in scientific research has a direct/indirect financial interest in the outcomes of the proposal.
- (x) The Reviewer/Committee Member stands to gain personally should the submitted proposal be accepted or rejected.

The Term "Relative" for this purpose would be referred in section 6 of Companies Act, 1956.

3. Regulation:

The DST shall strive to avoid conflict of interest in its funding mechanisms to the maximum extent possible. Self-regulatory mode is however recommended for stake holders involved in scientific research and research management, on issues pertaining to Conflict of Interest and scientific ethics. Any disclosure pertaining to the same must be made voluntarily by the applicant/Reviewer/Committee Member.

4. Confidentiality:

The Reviewers and the Members of the Committee shall safeguard the confidentiality of all discussions and decisions taken during the process and shall refrain from discussing the same with any applicant or a third party, unless the Committee recommends otherwise and records for doing so.

5. Code of Conduct

5.1 To be followed by Reviewers/Committee Members:

- (a) All reviewers shall submit a conflict-of-interest statement, declaring the presence or absence of any form of conflict of interest.
- (b) The reviewers shall refrain from evaluating the proposals if the conflict of interest is established or if it is apparent.
- (c) All discussions and decisions pertaining to conflict of interest shall be recorded in the minutes of the meeting.
- (d) The Chairman of the Committee shall decide on all aspects pertaining to conflict of interests.
- (e) The Chairman of the Committee shall request that all members disclose if they have any conflict of interest in the items of the agenda scheduled for discussion.
- (f) The Committee Members shall refrain from participating in the decision-making process and leave the room with respect to the specific item where the conflict of interest is established or is apparent.
- (g) If the Chairman himself/herself has conflict of interest, the Committee may choose a Chairman from among the remaining members, and the decision shall be made in consultation with Member Secretary of the Committee.
- (h) It is expected that a Committee member including the Chair-person will not seek funding from a Committee in which he/she is a member. If any member applies for grant, such proposals will be evaluated separately outside the Committee in which he/she is a member.

5.2 To be followed by the Applicant to the Grant/Award:

- (a) The applicant must refrain from suggesting referees with potential Conflict of Interest that may arise due to the factors mentioned in the specifications described above in Point No. 2.
- (b) The applicant may mention the names of individuals to whom the submitted proposal should not be sent for refereeing, clearly indicating the reasons for the same.

5.3 To be followed by the Officers dealing with Programs in DST:

While it is mandatory for the program officers to maintain confidentiality as detailed in point no. 6 above, they should declare, in advance, if they are dealing with grant applications of a relative or family member (including but not limited to spouse, child, sibling, parent) or thesis/ post-doctoral mentor or stands to benefit financially if the applicant proposal is funded. In such cases, DST will allot the grant applications to the other program officer.

6. Sanction for violation

3.1 For a) Reviewers / Committee Members and b) Applicant

Any breach of the code of conduct will invite action as decided by the Committee.

3.2 For Officers dealing with Program in DST

Any breach of the code of conduct will invite action under present provision of CCS (conduct Rules), 1964.

7. Final Appellate authority:

Secretary, DST shall be the appellate authority in issues pertaining to conflict of interest and issues concerning the decision-making process. The decision of Secretary, DST in these issues shall be final and binding.

8. Declaration

I have read the above "Policy on Conflict of Interest" of the DST applicable to the Reviewer/ Committee Member/ Applicant/ DST Scheme or Program Officer # and agree to abide by provisions thereof.

I hereby declare that I have no conflict of interest of any form pertaining to the proposed grant *

I hereby declare that I have conflict of interest of any form pertaining to the proposed grant *

* & # (Tick whichever is applicable)

Name of the Reviewer/ Committee Member or Applicant or DST Officer
(Strike out whichever is not applicable)

(Signature with date)

Department of Science & Technology
TERMS AND CONDITIONS for the scheme

“Fund for Improvement of S&T Infrastructure in Universities and Higher Educational Institutions (FIST)”

The scheme entitled “Fund for Improvement of S&T Infrastructure in Universities and Higher Educational Institutions – (FIST)” was launched in the year 2000 to strengthen S&T infrastructure with adequate funding and associated flexibility. Over the years, the FIST Program has played a pivotal role in the strengthening of both the teaching and research infrastructure in different academic and research institutions. However, with the shift in priorities and the S&T needs of the country, restructuring of the program was necessary in the context of the current National interests, National Missions, Sustainable Development Goals, and its scope to strengthen the vibrant economy towards building up of a self-reliant India.

Keeping all these factors in mind, the FIST Program has been restructured.

The Terms and Conditions:

1. The beneficiary Departments/ PG Colleges accepting the FIST Project would be considered for any subsequent cycle of support at an appropriate level as per the category of Cool-off period mentioned below:

<i>S. No.</i>	<i>Review Grading of immediately preceding project</i>	<i>Cool-off Period after completion of project tenure (including any extended period)</i>
1.	Excellent	2 years
2.	Very Good	
3.	Good	3 years
4.	Satisfactory	5 years

So, in case, any beneficiary wishes to forego the current recommendation of support and seek fresh assessment towards better prospective support may do so before signing of this document.

2. The grant being released under the scheme is for strengthening infrastructure of the identified department for research and shall be spent exclusively for this purpose. The Dept./ College shall constitute a **“Project Implementation Group (PIG)”** with 4-5 Faculty Members including younger faculty members under the overall supervision of the Head/ Chairman/ Dean of the Dept. The **PIG** would be responsible and accountable to DST for all aspects of implementation of such project during its 5 years project duration. The Department shall inform FIST Program Secretariat on the composition of the **PIG** before releasing of funds etc.
3. Proposals from Government Organizations recommended for support either at Level ‘A’ or ‘B’ would be provided 100% funding by DST.
4. For proposals seeking FIST support from Non-Government Organizations (including all Government aided PG Colleges) at any Level (A/B/C/D) as well as for Departments of Government organizations (Level ‘C’ and Level ‘D’) can be considered for funding provided **25%** of the total support as recommended by the Expert Committee or actual expenditure within the final sanctioned budget (whichever is less) comes from the respective University/ College/ Institute. Any over expenditure above the final sanctioned amount [including DST commitment @75% of sanctioned budget] would be borne by the Grantee Institute.
5. Facility created under FIST support shall not be kept with the custody of an individual faculty member in the Department and shall be made accessible to all the faculty members all the time.

6. There should not be any deviation from the Budget Heads as approved by DST. In case, if it is very necessary, a request can be made to the DST for consideration.
7. The grants-in-aid under “FIST” are to provide infra-structural facilities for research activities in the department. Therefore, ***no provision of Overhead Charges*** is admissible. **Please note that the scheme does not allow any provision for building/ construction and recruitment of staff** etc.
8. The grants-in-aid for “***Networking and Computational Facilities***” being released under the scheme should be utilized for creating a “**Central Computer Lab**” in the identified Department/ College and accessible for Students and Faculty research activities with the following guidelines:
[Server + Hub + Modem and UPS] & [Several PCs or Net-Computers proportional to number of students enrolled]. Internet Connectivity (to be provided by Institution). The Institution should also ensure that the grant is not used for just providing PCs to each faculty member of the Department.
9. All the assets acquired from the grant will be the property of the Government of India and should not, without the prior sanction of the Department, be disposed off or encumbered or utilized for purposes other than those for which the grant has been sanctioned.
10. All efforts should be made to procure the equipment and other items at the earliest to avoid cost escalation due to foreign exchange fluctuation and should abide all procedures laid out by the GFR 2017. In case it is found that the Department is not able to use the funds within two years of its release, the Department of Science & Technology shall have the right to withdraw the project from the Department/ University.
11. Servers, Desktops, Workstations, Printers etc. under Networking may be procured through GeM (Government E-Market) platform. Guidelines issued by the Ministry of Finance from time to time on restrictions regarding import of equipment will need to be followed in tune with the norms specified under the Global Tender Enquiry (GTE).
12. The Institute will furnish to Department of Science & Technology, Utilization Certificate, and an audited Statement of Accounts (in DST format) pertaining to the grant (along with Progress Report) within three months following the end of each financial year.
13. After receiving the grant by the Department/ Centre, Department of Science & Technology will examine the technical & financial progress including utilization of the grant on an annual basis with an appropriate mechanism. The beneficiary PG Colleges and Departments of University/ Institutes should maintain logbooks that should be periodically shared with the FIST Secretariat to keep track of usage details. The Department reserves the right to terminate the support at any stage if it is convinced that the grant has not been properly utilized or appropriate progress is not being made.
14. A register of the permanent/semi-permanent assets acquired wholly or mainly out of this grant should be maintained in the prescribed form and a copy thereof furnished to this Department. Such register of assets and the accounts maintained shall be available or open to scrutiny by Audit.
15. DST reserves sole rights on the assets created out of grants. Assets acquired wholly or substantially out of government grants (except those declared as obsolete and unserviceable or condemned in accordance with the procedure laid down in GFR 2017), shall not be disposed of without obtaining the prior approval of DST. All the procurement should be as per procedure laid down in GFR 2017.
16. Special seminar/s on usage and upkeep of scientific instruments might be conducted from time to time by the beneficiary organization to ensure smooth functioning as well as maximum uptime of the established facility.

17. To maintain transparency and accountability, the facilities acquired from FIST Grant should be mapped to Indian Science Technology and Engineering facilities Map i.e. I-STEM portal (www.istem.gov.in) and should be accessible to the scientific community and industry. DST should be informed after mapping the research facilities in the I-STEM Portal.
18. A task-force with representation from IFD, PCPM/ any Division of DST along with any scientist of the R&D Infrastructure Division would undertake random check on the status of utilization of the major facilities supported by DST, as and when needed.
19. The Grantee Institution should promote services of FIST facilities to the demands of outside faculties, researchers, scientists and students at other academic institutes, universities, nearby colleges national laboratories, R&D Labs, Startups, and Industries to enable them to carry out R&D activities to promote FIST collaborative research endeavors.
20. The grantee organization will have to enter & upload the Utilization Certificate in the PFMS portal besides sending it in physical form to this Division with UC id generated in PFMS Portal. The subsequent/final installment will be released only after confirmation of the acceptance of the UC by the Division and entry of previous Utilization Certificate in the PFMS.
21. The Grantee Institute will keep all the funds received in the Central Nodal Account only and shall not transfer the funds to any Corporate Liquid Term Deposit (CLTD) account etc. The funds released to the Grantee Institute shall not be parked in bank account of any other agency.
22. Interest earned on previous unspent balance (if any) should be reflected appropriately in the Financial Statement of each year submitted to the Department of Science & Technology and the same need to be deposited back to Consolidated Fund of India by using the Non-Tax Receipt Portal (NTRP) i.e., www.Bharatkosh.gov.in
23. Any unspent amount sanctioned/ interest accrued would be surrendered to the Government through the Bharatkosh site (www.Bharatkosh.gov.in) and the receipt of the same may be enclosed with financial documents.
24. The Grantee Institution (GI) is directed to use the Expenditure-Advance-Transfer (EAT) module of PFMS, and next release will be made only after mapping and following EAT modules by the GIs.
25. Due acknowledgement of technical support / financial assistance resulting from FIST grant of Department of Science & Technology should mandatorily be highlighted by the grantee organization in bold letters in all publications/ thesis /Patents/Prototypes, Media releases as well as in the opening paragraphs of their Annual Reports during and after the completion of the project.
26. The Grantee Institution should adopt and implement the Scientific Research Infrastructure sharing, Maintenance and Networks (**SRIMAN**) Policy guidelines of Ministry of Science and Technology, GoI released in May 2022.
27. The Grantee Institute should adopt and follow the Scientific Social Responsibility (SSR) guidelines of Ministry of Science and Technology, GoI released in May 2022 while utilizing the grants earmarked towards industrial R&D support and SSR activities. It must be ensured that the guidelines are implemented both in letter and spirits.

28. To give visibility to the identified department, the department may be called as “DST-FIST Sponsored Department”. **The Public Notice displaying the Logo of the FIST Program may be suitably displayed in this regard.**

Signed by

Head of the Department/ Centre
or Principal of College

Signed by

Head of the University / Institute

Registrar or Head of Finance

*Chairman of Trust/ Board/ Management

** Only for Non-Govt. (including Private and Aided) Institutes/ Colleges/ Organizations supported under 75:25 mode as per the FIST Award Letter*

PROJECT IMPLEMENTATION GROUP

The Project Implementation Group (PIG) is constituted with the following faculty members who will be responsible and accountable for the smooth implementation of the DST FIST Project at the Department/ Centre/ School/ PG College. PIG Members need to be from the same Department/ Centre/ School/ PG College.

S. No.	Name of Faculty Member	Designation, Affiliation, Phone, email id
1		
2		
3		
4		
5		

Signature of the
Head of the Department/ Principal of the College

Brief Summary of the Completed FIST Project

Name of the Department/ Centre/ School/ PG College:

Date of Start		Total Sanctioned Cost	Rs cr
Date of Closure			
Total Released amount	Rs cr	Total Expenditure So far	Rscr
Balance Available as after due date	Rs cr		
No. of Faculty Members involved in FIST			
Name of Equipment Acquired [Costing more than Rs 25 lakh (Level I & II) & Rs 10 lakh (Level 0)]			
Type of Computational Facilities created			
No. of Small Equipment (Cost below Rs 25 lakh (Level I & II) & Rs 10 lakh (Level 0))			
Outcome	Before FIST (5 years)	After 1st FIST Support (5 years)	After 2nd FIST Support (5 years)
No. of total Publications, which are only in Indexed Journals. (only SCOPUS publications)	1 st year 2 nd year 3 rd year 4 th year 5 th year	1 st year 2 nd year 3 rd year 4 th year 5 th year	1 st year 2 nd year 3 rd year 4 th year 5 th year
Publications out of FIST Equipment/ Facilities	1 st year 2 nd year 3 rd year 4 th year 5 th year	1 st year 2 nd year 3 rd year 4 th year 5 th year	1 st year 2 nd year 3 rd year 4 th year 5 th year
Average Impact Factor of Publications			
No. of Patents			
No. of PhD produced			
Recognition of Faculty Members			
Recognition of Students			
Recognition of the Department/ Centre/ School/ PG College			
Other Extra Mural Research Grant Received	No. of Projects:	Amount (Rs in Lakh):	Sponsoring Agency's Name:
Any new Science or Technological innovation/deliverable			
Any Technological intervention to the Society/ SSR Activities			

Note: Departments seeking first time support under FIST need not fill this format.

List of activities pertaining to Scientific Social Responsibility (SSR)

Activity	Category	Target beneficiary	Conditions		Mandatory
			FIST [Level B/C/D]	FIST [Level A]	
Access to scientific facilities	A	Researchers of other institutions	Minimum 8 hrs per month	Minimum 10 hrs per month	Mandatory for equipment costing \geq Rs.10 lakh
Mentoring of faculty	B	Mentorship for conducting research	Five in project duration	-	At least one activity from Category B is mandatory
Student Internship	B	UG Students in engineering or PG Science students	15 students in project duration	10 students in project duration	
Research Facility Training Program	B	Researchers (10 number)	Five days training, twice in project duration	Three days training, three in project duration	
Workshop to faculty of nearby colleges	C	Faculty of nearby college (25 number)	One day workshop, once or more in project duration	Two-day workshop, once or more in project duration	At least one activity from Category C is mandatory
Visit of college/school students in PI institution	C	Students (Group of 25)	At least one day visit	At least one day visit	
Individual lectures	C	School/ college students	Once or more in a year	Once or more in a year	
Public lectures on science	D	General Public	Once or more per project duration	Once or more per project duration	At least one activity from Category D is mandatory
Popular Articles	D	General Scientific Audience	Once or more per project duration	Once or more per project duration	
Reports in newspaper, web articles, etc.	D	General Public	Once or more per project duration	Once or more per project duration	

PRESCRIBED FORMAT for University / Degree Awarding Institute Departments

FIST - 2023

LAST DATE [Online submission of proposals: 25th April 2023]

Application for [please tick one] Level B Level C Level D

1. a) Name of the Department & Year of Establishment
b) Name of the University/Institution
c) Address for correspondence including Telephone, Telegram, FAX, e-mail etc.
d) Year of Commencement of PG Program in the Department & its Financial Status (General/ Self-financed)

2. Status of the Institute/ University (attach supporting documents)

- a) Academic Status [Autonomous Institute/ University/ Deemed University]
- b) Financial Status [Government (Central or State Govt.)/ Govt. Aided/ Private]
- c) Upload the copy of Certificate along with the online submitted proposal:
Ministry of Education [UGC (2f and 12B)/ Institute of Eminence/ Institute of National Importance],
Recognition by AICTE/ Pharmacy Council of India/ Any other relevant National Agency.

3. a) Name & Number of Faculty members in position: a) Professors, b) Readers & c) Lecturers
(List only **Core & Permanent** Faculty Members in Department/ Centre/School with their academic qualifications)

Name of Faculty Member	Designation	Age	Highest Qualification	i10- index

b) Sanctioned Strength

4. Distinction earned by faculty members like National and International Awards, Professional Societies

5. a) Actual Current student strength at:

(i) PG level - M. Sc, M. Phil, M E/ M. Tech, MD/MS etc.
(Regular Students & Donation Seats)

(ii) Total No. of Full Time Ph. D scholars in each sub-discipline.

b) Degree-wise actual number of passing out students in last five years:

No. of Students in each degree	Years					Total
	2018	2019	2020	2021	2022	
M Sc						
M E/ M Tech						
M Phil etc.						
MD/MS						
Ph D						

c) i) Number of Students (year-wise) who qualified in NET in M. Sc Program or GATE (more than 90% percentile) qualified in ME/ M Tech Program

ii) Number of Full Time Ph. D research scholars with fellowships awarded from any agency in the department

S No.	Name of PhD scholar	Date of joining	Fellowship awarding agency	Fellowship amount (Rs)

d) Placement of graduating post-graduate & Ph D students in the Department.

6. Indicate the development grant received from Ministry of Education/ UGC/ Any other National Agency
Building
Equipment
7. What is the annual grant available to the department from your university/institution during the last two years?
Year For Research For Teaching
8. Has the Department received any major infrastructure research grant during the last five years from S&T agencies including UGC/AICTE? If yes, details.

Heads **Name of Agency/ Scheme with year and amount**

Building
Equipment
Books
Supplies and Materials
Computing & Networking
Facilities

9. Is the Department recognized under DRS (Departmental Research Support), DSA (Departmental Special Assistance), CAS (Centre for Advanced Study) and COSIST schemes of UGC for receiving support? Please [tick] one:

DRS DSA CAS COSIST

10. Extra Mural Research (EMR)/ Core Research Grant (CRG) received from different agencies during the last five years:

i) Ongoing Projects: Total Amount (₹) _____ and No. of Research Projects: _____

S. No.	Name of the Investigator	Project No.	Funding Agency	Title of the project and duration	Amount sanctioned
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ii) Completed Projects: Total Amount (₹) _____ and No. of Research Projects: _____

S. No.	Name of the Investigator	Project No.	Funding Agency	Title of the project and duration	Amount sanctioned
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11. Details of any other Resource Generation Avenues (other than Sponsored Research Grants).

12. Indicate the research activities of the faculty members as per the following pro-forma

Name and Designation of Faculty	Few Major Thrust areas of Research	Number of Ph. Ds produced (in last 5 years)
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13. a) Number of publications generating out of the research done at the Department during the last five years.

(Applicants are requested to mention the exact number of publications in SCI journals and other publications with clear bifurcation in the following table to comprehend the record of publications emanating out of Department)

No. of Research Publications in SCI Journals only for the work done in the Department with Corresponding author from the Department.	No. of Research Publications in SCI Journals only for the work done in the Department with Corresponding author from outside the Department.	No. of Research Publications in SCIE Journals only for the work done in the Department	Total SCI Papers (for the work done in the Department during the last 5 years)	No. of Research Publications in SCI Journals only for the work done in the Department from the recently joined core faculty member/s during the last 5 years.
(A)	(B)	(C)	(A+B)	(D)

b) Detailed list of Research Publications coming from the Department during the last five years under the following categories, as mentioned below:

Format E.g. (Ramstrom O, Bunyapaiboonsri T, Lohmann S, Lehn JM. 2002. Chemical biology of dynamic combinatorial libraries. *Biochim Biophys Acta*. 1572(2–3):178–186.)

- i) List of Research Publications in **SCI Journals only** for the work done in the Department with Corresponding author from the Department.
- ii) List of Research Publications in **SCI Journals only** for the work done in the Department but with Corresponding author from outside the Department.
- iii) List of Research Publications in **SCIE Journals only** for the work done in the Department.
- iv) List of Research Publications in **SCI Journals only** for the work done in the Department from the recently joined core faculty member/s during the last 5years.

[Publications from the work done elsewhere (including Doctoral/ Post-Doctoral period) shall not be included]

c) Average Impact Factor of the publications and Name of the Major Journals in which publications are made

d) List of Publications in Conference Proceedings during last five years. Format E.g. (T. J. van Weert and R. K. Munro, Eds., *Informatics and the Digital Society: Social, ethical and cognitive issues: IFIP TC3/WG3.1&3.2 Open Conference on Social, Ethical and Cognitive Issues of Informatics and ICT, July 22-26, 2002, Dortmund, Germany. Boston: Kluwer Academic, 2003.*)

e) List of Patents obtained or applied for during last five years.

f) List of patents commercialized and its profitability earned out of commercialization (in last 5 years)

g) List of scientific/ technical Books written by Faculty Members in the Department.

14. Give a list of Equipment, which are available and functional in the Department costing Rs.10 lakh and above.

Name of Equipment	Year of Purchase	Status

15. Library facilities - List the Journals received in your Department/ University library in the concerned discipline.

16. Details of computing and networking facilities available in your department and institution.

17. Details of facilities in Central Instrumentation Centres such as RSIC, USIC etc., if any.

Name of Equipment	Year of Purchase	Status

18. Details of Post-Graduate Teaching and Research Profile & Plans of the Department for next 5 years.

19. The research profile of the Department may fall in the following categories. Please [tick]:

Make in India Swachh Bharat Digital India Swastha Bharat Start-up India

20. Details of Strength of the Department/ School/ Centre and Deliverables in the proposal:

- i) Existing Faculty and Infrastructure strengths of Deptt/ Centre/ School justifying the Proposal
- ii) Specific Objectives of the Proposal in relation of above strengths
- iii) Expected Academic Outcomes (experimental facilities to be created, UG/PG programs supported as well as research themes to be enabled by these facilities, publications with impact factor) from the implementation of the proposed proposal
- iv) Definite Product/Process/Design/Software/System Development efforts that will be added by the proposal
- v) Potential beneficiaries (specify industry segment and/ or strategic programs) or societal paybacks envisaged at the end of the project, if supported.

21. Has the Department applied in previous years & not been recommended for support?

If yes, indicate (in 200 Words) year & the major developments in the Department in last 3 years.

22. Has the Department received support under the FIST Program in previous years in any level? If so, indicate:
- Project No.
 - Amount Received and Expenditure (Rs in lakh)
 - Financial papers (UC/ SE/ Refund of unspent grants) and Project Completion Report (PCR), submitted - Yes/ No.
 - Impact of that support in Department's profile & growth (as per **Annexure – 1**).

23. Details of funds requested for 5 years:

Grant Head		Budget Heads	Level	Total INR Cost
A Capital (C)	A1	Equipment	All levels	
	A2 (Fixed %)	Infrastructure Max. @ 8% of Equipment cost		
	A3 (Fixed % and Level)	Networking Max. @ 5% of Project cost (Capital)	Only for Level 'B'	
B General (G)	B1 (Fixed @ Project cost)*	Industrial R&D support [@Rs.1.0 L (Project cost [§] ≤ Rs 100.0 L)] [@Rs.2.0 L (Project cost [§] >Rs 100.0 L)]	All levels	
	B2 (Fixed) [#]	SSR Activities [§] (@Rs. 1.0 L)		
	B3 (Fixed % @ Project cost) [®]	Maintenance [E+NW] / Specialty Fund [for organizing workshops/ seminars, inviting visitors of eminence etc] [™] [@10% (≥ Rs 150.0 L); @15% (< Rs.150.0 L)]	Only for Level 'B'	
TOTAL: [A (Capital) + B (General)]			LEVEL –	

* Incentive grants for extending utilization of FIST facilities for the industries/ MSMEs/ Start-ups etc.

[#] Incentive grants for activities pertaining to the Scientific Social Responsibility (SSR) to be opted from Annexure-2.

[§] Exclusive of Maintenance cost.

[®] Only for Level-B support; [™] Specialty fund in lieu of Maintenance, only for Theoretical and Mathematical Sciences.

24. Details of each Budget Heads with full justifications for each item as given at **Sr No. 23** including details of similar support from any other sources.

25. Specify the recipient of the Grant (Registrar/ Director / Any other) by attaching an endorsement from Head of Institution/ University.

Information submitted as above are true and correct.

Signature of the
Head of the Department

Signature of the
Head of the Institution

PRESCRIBED FORMAT for PG Colleges

FIST – 2023

LAST DATE [Online submission of proposals: 25th April 2023]

Application for PG Colleges at Level – A [NITs/ IITs/ Constituent Colleges/ Schools/ Centres are excluded]

1. a) Name of the College & Year of Establishment
b) Name of the post-graduate Departments & Year of Commencement of PG Program
c) Address for correspondence including Telephone, Telegram, FAX, e-mail etc.
d) Year of Commencement of PG Program in the Department & its Financial Status (General/Self-financed)

Name of the PG Department	Year of Commencement	Financial Status

2. Status of the College (scan and upload supporting documents along with the proposal)

- a) Academic Status [Affiliated College/ Autonomous College/ Constituent College]
- b) Financial Status [Govt. (Central and State Govt.) / Govt. aided / Private Colleges]
- c) Upload the copy of Certificate along with the online submitted proposal:
Ministry of Education [UGC (2f and 12B)],
Recognition by AICTE/ Pharmacy Council of India/ Any other relevant National Agency.

3. Whether the College is accredited by NAAC/ NBA or any other relevant agency. If so, please specify the Grading or Rating by those Agencies:

Name of Accreditation Agency	Rank/ Grading/ Rating	Year of Accreditation
NIRF		

4. Department-wise Number of Faculty Members with Qualifications:

Name of UG and PG Departments	Number of Faculty Members	Qualifications
	UG -	Post-graduate –
	PG -	Doctoral -

5. Department-wise Number of Students during last three years admitted and passed:

Name of PG Department	Admitted			Passed		
	2020	2021	2022	2020	2021	2022

6. Department-wise percentage Cut-off Marks of students admitted during last three years:

Name of PG Department	% -Cut-off Marks in UG Level Admission			% -Cut-off Marks in PG Level Admission		
	2020	2021	2022	2020	2021	2022

7. University Rank of Students at UG and PG Level University Examinations:

UG and PG Programs	University Ranks during last 3 years		
	2020	2021	2022

8. Number of Students qualified NET/GATE/INSPIRE or any other qualifying examination during last 3 years:

UG and PG Programs	No. of Students qualify NET/GATE/INSPIRE etc during last 3 years		
	2020	2021	2022

9. Number of full-time Ph. D research scholars with fellowships supervised/ co-supervised by the College faculty

S No.	Name of PhD scholar	Date of joining	Fellowship awarding agency	Fellowship amount (Rs)

10 Name of the Departments supported already in the College under FIST Program:

Name of the PG Department	Year of Support	Total support provided with details

11. Indicate the development grant received from Ministry of Education/ UGC/ Any other National Agency

Building
Equipment

12. Has the College received any major infrastructure research grant during the last five years from S&T agencies including UGC/AICTE? If yes, details.

Heads **Name of Agency/ Scheme with year and amount**

Building
Equipment
Books
Supplies and Materials
Computing & Networking
Facilities

13. Details of research grant received from different agencies during the last five years:

i) Ongoing Projects: Total Amount (₹) _____ and No. of Research Projects: _____

S. No.	Name of the Investigator	Project No.	Funding Agency	Title of the project and duration	Amount sanctioned

ii) Completed Projects: Total Amount (₹) _____ and No. of Research Projects: _____

S. No.	Name of the Investigator	Project No.	Funding Agency	Title of the project and duration	Amount sanctioned

14. Indicate the research activities of the faculty members as per the following pro-forma

Name and Designation of Faculty	Few Major Thrust areas of Research	Number of Ph. Ds produced (in last 5 years)

15. a) Number of publications generating out of the research done at the College during the last five years.

(Applicants are requested to mention the exact number of publications in SCI journals and other publications with clear bifurcation in the following table to comprehend the record of publications emanating out of College)

No. of Research Publications in SCI Journals only for the work done in the College with Corresponding author from the College.	No. of Research Publications in SCI Journals only for the work done in the College with Corresponding author from outside the College.	No. of Research Publications in SCIE Journals only for the work done in the College.	Total SCI Papers (for the work done in the College during the last 5 years)	No. of Research Publications in SCI Journals only for the work done in the College from the recently joined core faculty member/s during the last 5years.
(A)	(B)	(C)	(A+B)	(D)

b) Detailed list of Research Publications coming from the College during the last five years under the following categories, as mentioned below:

Format E.g. (*Ramstrom O, Bunyapaiboonsri T, Lohmann S, Lehn JM. 2002. Chemical biology of dynamic combinatorial libraries. Biochim Biophys Acta. 1572(2–3):178–186.*)

- i) List of Research Publications in **SCI Journals only** for the work done in the College with Corresponding author from the College.
- ii) List of Research Publications in **SCI Journals only** for the work done in the College but with Corresponding author from outside the College.
- iii) List of Research Publications in **SCIE Journals only** for the work done in the College.
- iv) List of Research Publications in **SCI Journals only** for the work done in the College from the recently joined core faculty member/s during the last 5 years.

[Publications from the work done elsewhere (including Doctoral/ Post-Doctoral period) shall not be included]

c) Average Impact Factor of the publications and Name of the Major Journals in which publications are made

b) List of Publications in Conference Proceedings during last five years. Format E.g. (*T. J. van Weert and R. K. Munro, Eds., Informatics and the Digital Society: Social, ethical and cognitive issues: IFIP TC3/WG3.1&3.2 Open Conference on Social, Ethical and Cognitive Issues of Informatics and ICT, July 22-26, 2002, Dortmund, Germany. Boston: Kluwer Academic, 2003.*)

c) List of scientific/ technical Books written by Faculty Members in the College.

16. Give a list of Equipment, which are available and functional in the College costing Rs.5 lakhs and above.

Name of Equipment	Year of Purchase	Status

16. Library facilities – List the Journals received in your College library in the concerned discipline.

17. Details of Post-Graduate Teaching and Research Profile & Plans of the College for next 5 years around the proposed facilities.

18. Has the College received support under the FIST Program in previous years at Level '0'? If so, indicate:

- i) Project No.
- ii) Amount Received and Expenditure (Rs in lakh)
- iii) Financial papers (UC/ SE/ Refund of unspent grants) and Project Completion Report (PCR), submitted - Yes/ No.
- iii) Impact of that support in College's profile & growth (as per **Annexure – 1**).

19. Details of funds requested for 5 years:

Grant Head		Budget Heads	Total INR Cost
A Capital (C)	A1	Equipment	
	A2 (Fixed %)	Infrastructure Max. @ 8% of Equipment cost (Capital)	
	A3 (Fixed % and Level)	Networking Max. @ 5% of Project cost (Capital)	
B General (G)	B1 (Fixed @ Project cost)*	Industrial R&D support [Rs.1.0 L (Project cost [§] ≤ Rs 100.0 L)] [Rs.2.0 L (Project cost [§] >Rs 100.0 L)]	
	B2 (Fixed) [#]	SSR Activities [§] (@Rs. 1.0 L)	
	B3 (Fixed % @ Project cost)	Maintenance [@10% Project cost]	
TOTAL: [A (Capital) + B (General)]			

* Incentive grants for extending utilization of FIST facilities for the industries/ MSMEs/ Start-ups etc.

Incentive grants for activities pertaining to the Scientific Social Responsibility (SSR) to be opted from Annexure-2.

§ Exclusive of Maintenance cost

20. Details of each Budget Heads with full justifications for each item as given at **Sr. No. 19** including details of similar support from any other sources.

21. Specify the recipient of the Grant (Principal / Any other) by attaching an endorsement from Head of Institution/ College.

Information submitted as above are true and correct.

Signature of the
Principal/ Director of College/ Institute