**Faculty Initiation Grant (FIG) Project Proposal Submission Form**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Details of** | **Name** | **Designation** | **Discipline** | **Contact No.** | **Affiliation details (in case of external Co-PI only)** |
| Principal Investigator (PI) |  |  |  |  |  |
| Project Title |  | | | | |
| Project duration |  | | | | |
| * Abstract of the Project (in approx. 200 words). * Proposal submitted as per annexure-1 |  | | | | |
| **Budget Details [Recurring & Non-Recurring] Kindly furnish year wise details.** | | | | | |
| **Non-Recurring Budget (in Rs.)** | | | | | |
| **Particulars** | | **1st Year** | **2nd Year** | **3rd Year** | **Total** |
| Equipments | |  |  |  |  |
| Other Capital items | |  |  |  |  |
| Consumables / Contingency/ Conti | |  |  |  |  |
| **Total** | |  |  |  |  |

**Signature of PI with date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Head of Discipline with date:**

**Formation and Recommendation of Committee by Dean (RSPC)**

**Date :**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Approved/ Not Approved**

**Director**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Annexure-1**

**Format of project proposal for Faculty Initiation Grant (FIG)**

**1. Objective:**

New faculty is granted fund from Institute for initiation of research. The proposal for Faculty Initiation Grant (FIG) should comprise the details of the research that a faculty member would like to carry out in coming years. The motive of FIG is to support new faculty members to prepare subsequent proposals to be submitted to different funding agencies.

The Faculty Initiation Grant (FIG) aims to assist researchers to initiate their research career in a new institution. It enable researchers working in frontier areas of science and engineering to establish themselves and move on to the mainstream core research grant in line with Discipline and Institute

**2. Nature & Duration of Support:**

* The initiation grant, at present, is subjected to a maximum amount of Rs 10 lakhs to procure capital Items.
* FIG proposal has to be submitted by the new faculty through the Head of the Discipline and it is processed by Dean (RSPC) and finally Approved/Sanctioned by the Director
* Duration will be subject to the research complete as specify in the FIG project proposal.
* Proposal should include only the budget of capital items (Nonrecurring) for the smooth conduction of research, e.g., equipment, computer, printer, UPS, books, etc.
* It is one time grant.

**3. Eligibility:**

* The applicant should be a new joining in the faculty position in the Institute and working as regular employee.

**4. Contents of the Project Proposal**

A) The project title should be short and descriptive

B) Project proposals should not exceed ten pages (excluding the attachments, cover sheet and table of contents).

C) The Executive Summary is a short, precise summary of your project proposal. D) Mission, goals and mandate for your organization

**(Please mention the research in line with discipline and Institute research mandate)**

**5. Project Description**

**Background**

Please describe the need for the project and how the proposal was developed. Explain why the project is being proposed, how it relates to indicator achievement and how it is innovative.

**Overall Purpose/objective of the Project**

The description of the purpose of the proposed project should be directly related to the priorities of discipline and Institute Indicators ( In line with discipline), and should be as clear, concise and focused as possible. It should include the project’s purpose, goals, specific objectives, method, and anticipated impact.

Objectives need to be stated in measurable terms and be specific and consistent with the statement of need and the purpose of the proposed project.

Objectives should be formulated as a clear statement of what is expected to be achieved through project implementation. These expected “outcomes” should be measurable and conceptually related to the objectives and goals of the Sector Policy Support Programme and the Goals outlined in Medium Term Policy Framework.

Describe the activities that will comprise project implementation.

**6. Project Work Plan**

This section of the proposal should present the detailed work plan for the project. This should cover how the project objectives will be accomplished, what outcomes will be produced, what needs to be done and by whom, how the work will be organised, within what time frame, and how the outcomes of the project will be monitored and reports supplied to the EDF Steering Committee. Provide a schedule of work outlining the project’s objectives, strategies, outcomes, main tasks and timelines. The use of a project log frame may prove to be useful.

**7. Human Resources**

Please describe how and by whom the proposed project will be managed and executed and identify how the knowledge, skills and abilities required for implementation will be met.

**8. Proposed Budget**

Your proposal should include a detailed Budget Justification explaining an estimate for each line item. If applicable, support from collaborating agencies and other funding sources that contribute directly to the project should be itemized in the budget by source, amount and duration.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Budget Details [Recurring & Non-Recurring] Kindly furnish year wise details.** | | | | |
| **Non-Recurring Budget (in Rs.)** | | | | |
| **Particulars** | **1st Year** | **2nd Year** | **3rd Year** | **Total** |
| Equipments |  |  |  |  |
| Other Capital items |  |  |  |  |
| Consumables/ Contingency |  |  |  |  |
| **Total** |  |  |  |  |

**Note:**

**1. Mode of Application and Selection:**

* The Application of project proposal should be submitted through Head in the office of Deans RSPC.

**2. Termination and Transfer of the Project:**

* Projects sanctioned under FIG cannot be transferred to any other person/s.
* NO FIG project Proposal will be transfer to another institution.
* Before leaving the Institute project of FIG will be closed and do the necessary process of the closure of FIG project.

**3. Plagiarism:**

Proposals submitted need to be original and plagiarism in any form will not be acceptable. All submitted proposals would be subjected to a third party similarity check and proposals are liable to be rejected if found plagiarised. Any text taken verbatim from other source needs to be identified using quotation marks and proper reference. Applicants are requested to pre-check their proposals for plagiarism before uploading to avoid any serious repercussions at a later stage.