

**Directed Research Project Proposal**

**Complete Title of the Project**  
Subtitle – Optional

Submitted By



PI – Prof Principal Investigator Name

Institute Name

**In Association with**

DIA COE Institute Name

Research Vertical

Thrust Area

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Institute Name

Signature with Seal: Prof Principal  
Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

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## Guidelines to Fill Project Proposal Forms

### Summary of the proposal

- Title of proposal must be short and should encapsulate the main objective.
- PI should provide 4-5 keywords which will help in classification

### Detailed Cost Break-up

- Staff: Indicate here numbers and categories of staff proposed to be engaged. The current emoluments should be as per DST / Institute norms. HRA will be payable as per Govt. rules.
- Equipment (including spares thereof): Details of proposed equipment(s), quantity, costing, and source along with justification to be given against each item of detailed form 5C.
- Operation and maintenance of equipment: Include here the proposed outlays on service contracts for maintenance of equipment beyond guarantee period; upkeep of animal houses; items essential for safe operation of equipment e.g. essential periodic replacement of furnace linings, pump bearings, etc.
- Expendables: Chemicals, Glass Wares, Electronic components, raw materials and other consumables.
- Workshop: specific to the project for knowledge dissemination.
- Travel: Details in proposal should show the purpose of travel. The Domestic travel cost shall be 2% of project cost or Rs. 85,000/- per person per year for the 2/3rd of the total manpower in the project, whichever is less.
- Contingencies: Includes office supplies, local transport, telephone/fax expenses, postage, etc. but should not include procured services. Contingencies should be limited to maximum 3% of the project cost.
- Visiting Faculty or Research Consultants: Purpose of having consultancy should be well defined. Enter total annual remuneration in year-boxes. (Brief bio-data of proposed Visiting Faculty or Research Consultants must be included in the proposal.)
- Procured services (other than contingencies) and metered utilities: Include here any charges for separately metered power consumed by heavy equipment (e.g. furnaces, compressors, etc.); commercial sample-testing; certification charges; charged time on shared or hired equipment outside the host institution and expenses towards advertising for equipment and recruitment of staff
- Industry/ Startup Research: Startup/ Industry research participation required in the project. Stage of industry engagement should be clearly defined.

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- **Overhead expenditure: will be decided on project cost as given below:**

S. No.	Project Cost	Institutional Overhead
1.	≤ Rs. 1.0 Cr.	10% of Project Cost
2.	> Rs. 1.0 Cr. To ≤ Rs. 5.0 Cr.	10% of Project Cost or Rs. 15 Lakh whichever is less
3.	> Rs. 5.0 Cr. To ≤ Rs. 10 Cr.	Rs. 20 Lakh
4.	> Rs. 10 Cr. To ≤ Rs. 20 Cr.	Rs. 25 Lakh
5.	> Rs. 20 Cr. To ≤ Rs. 30 Cr.	Rs. 30 Lakh
6.	> Rs. 30 Cr. To ≤ Rs. 40 Cr.	Rs. 40 Lakh
7.	> Rs. 40 Cr. To ≤ Rs. 50 Cr.	Rs. 50 Lakh

Institutional Overheads should be distributed as per yearly proposed funds requirement and total will remain as given above.

In case of multi-institutional projects of all DIA-CoEs, each part of the project to be individual participating institute will be treated as a full project for the purpose of overhead calculation as per the approved overhead rate as above

- **Student Internship & Hackathon: The total Grant under student Internship& Hackathon is proposed to be as given below under Pay & Allowance sub-head of project expenditure:**

**-Student internship:**

S. No.	Project Cost	Total Internship Stipend
1.	≤ Rs. 1.0 Cr.	Up to Rs. 2.0 Lakh
2.	> Rs. 1.0 Cr. To ≤ Rs. 5.0 Cr.	Up to Rs. 2.5 Lakh
3.	> Rs. 5.0 Cr. To ≤ Rs. 10 Cr.	Up to Rs. 5.0 Lakh
4.	> Rs. 10 Cr. To ≤ Rs. 20 Cr.	Up to Rs. 7.5 Lakh
5.	> Rs. 20 Cr.	Up to Rs. 10 Lakh

-Hackathon Grant: The total Grant under Hackathon is proposed to be limited to Rs. 2.0 Lakh in a project and may be distributed year-wise as per requirement.

- Industry Grant: The grant to the industry can be given for following:
  - Consumables
  - Contingency (3% max)
  - Equipment (one of its kind unique machinery or tools)
  - Prototype or Hardware Engineering Model Construction
- The cost of Equipment, Expendables, Operation & maintenance and procured services need to be supported with basis of estimation or valid Budgetary Quotations (BQs).

**Certificate:** Should get the signature and seal of Applicant PI and Administrative Authority.

**Please send signed hard copy of proposal by Speed Post (Not Courier)/hand to:**

The Director

Directorate of Futuristic Technology Management (DFTM)

Defence Research & Development Organization (DRDO), Ministry of Defence

3rd Floor, DRDO HQrs Annexe, Metcalfe House, Delhi -110054

Ph: 011 – 23902763

Signature with Seal: Director – DIA COE  
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**General Guidelines**

- A deeper thought process while giving the proposals.
- Prevent incomplete information.
- Strengthen pre-project stage activities.
- Start the work with end in mind.
- High end equipment, large facilities without a long term plan will be a burden and hence shall utilize the existing facilities.
- Adequate assessment (availability, alternate facility/ time slots) of test facilities in Statement of Case (SoC)/ Research Proposals.
- Formulation of comprehensive specification & requirement for imported components/ sub-systems/ system during pre-project activities.
- Annual Conference for internal dissemination of knowledge & collaboration.
- Inclusion of comprehensive checklist to identify and manage technical risks for the research projects.
- Inclusion of Technical and Administrative closure as a project milestone.
- Adequate planning and communication of Infrastructure upgradation and maintenance activities.
- Detailed global benchmarking (technical, features, applications, output performance) with similar projects at project evaluation stage.
- Attachments (if any) to be given as Annexure A, B....
- Repetition to be avoided at all stages, refer to the sections having information instead.

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Signature with Seal: Director – DIA COE  
Institute Name

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Investigator Name

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## Project Proposal Checklist

- The proposal form is to be filled in stages as given on the submission schedule column. The researcher may however understand the entire form to anticipate current and future submission requirements. Please read the form carefully and contact DFTM in case of any queries.
- The following table is the checklist of submission.
- Please tick mark the forms being submitted on the given date. Re-submitted (revised) forms may be given a suitable version number.
- The forms are automated with the dropdowns and checkboxes. The automation provided in the forms work on Microsoft Word 2016 and above.
- All can be submitted at once also, if ready.

SNo	Form No	Title	Submission Schedule (Mandatory Requirements)
1.	<b>Form 1*</b>	<b>Summary of Proposal – Basic Information</b>	Pre TEC
2.	<b>Form 2*</b>	<b>Technical Brief</b>	Pre TEC Can be revised based on RAB and GC recommendations.
3.	Form 3	Lab Recommendation	Pre RAB
4.	<b>Form 4*</b>	<b>Extended Technical Details</b>	Pre TEC
5.	<b>Form 5A*</b>	<b>Detailed Cost Breakup</b>	Can be revised based on RAB and GC recommendations.
	Form 5B	Manpower Detailed Justification	Pre TEC Can be revised based on RAB and GC recommendations. Pre GC & Post GC
	Form 5C	Equipment Details	
	Form 5D	Operation & Maintenance (O&M)	
	Form 5E	Details of Expendables	
	Form 5F	Prototype or Hardware Engineering Model Construction Cost	
	Form 5G	Lab Infrastructure Upgrade	
	Form 5H	Details of Procured Services	
	Form 5H	Workshop/ Conference	
	Form 5J	Cost Estimation for Research Staff	
	Form 5K	Cost Estimation for Visiting Faculty or Research Consultant	
	Form 5L	Cost Estimation for Proposed Equipment	
	Form 5M	Cost Estimation for Operation & Maintenance	
	Form 5N	Cost Estimation for Expendables	
	Form 5O	Cost Estimation for Prototype or Hardware Engineering Model Construction Cost	
	Form 5P	Cost Estimation for Lab Infrastructure Upgrade	
	Form 5Q	Cost Estimation for Procured Services	
	Form 5R	Cost Estimation for Travel	
6.	Form 6A	PI Details Multiple 6A's can be submitted one for each PI	
7.	Form 6B	Industry/ Startup Co-PI Details Multiple 6B's can be submitted one for each industry	
8.	<b>Form 7A*</b>	<b>Certificate of Project Submission</b>	Post GC / Final Proposal
	<b>Form 7B*</b>	<b>Cost Reasonability Certificate</b>	
	<b>Form 7C*</b>	<b>HRA Certificate</b>	
	<b>Form 7D*</b>	<b>Certificate of Commercial Use</b>	
	<b>Form 7E*</b>	<b>Life Sciences Project Certificate</b>	
	<b>Form 7F</b>	<b>Certificate of Association</b>	
	<b>Form 7G</b>	<b>Certificate of Review Meeting Compliance</b>	

\*For financial sanction the forms to be countersigned by Administrative Authority as nominated by head of Institute at final submission  
 Abbreviations: Technical Evaluation Committee (TEC), Governing Council (GC), Research Advisory Board (RAB), Principal Investigator (PI), Non-Resident Indian (NRI), Overseas Citizenship of India (OCI)

Signature with Seal: Director – DIA COE  
Institute Name

Signature with Seal: Prof Principal  
Investigator Name

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## Form 1: Summary of Proposal

1.	<b>Project Title</b>	Complete Title of the Project		
2.	<b>Research Vertical</b>			
3.	<b>Thrust Area</b>			
4.	<b>Proposal Type</b> (Choose Dropdown) (Laboratory Demo/ Prototype Development/ Technology. Translation/ Operational Strategies/ Study, Simulation and Experimental Validation)	Choose an item.		
5.	<b>Keywords</b> (4-5) Technology, Deliverables, Science, Area of research			
6.	<b>Reference Project</b> (Dropdown) (New/ Followup)	Choose an item.		
7.	<b>Name of PI</b>	Prof Principal Investigator Name		
8.	<b>Contact Details of PI</b>	+91 9999999999, abc@iitx.ac.in		
9.	<b>Institute Name</b>	Institute Name		
10.	<b>Institute Type</b> (Dropdown) (Government Academic/ Government Research/ Private Academic/ Private Research/ Others) In case of 'Others' please specify	Choose an item.		
11.	<b>Project Duration</b> (months)			
12.	<b>Cost</b> (Rs Lakhs)	₹		
13.	<b>Stakeholder DRDO Lab</b>			
14.	<b>DIA CoE</b> (Liaison Institute – approved CoE)	DIA COE Institute Name		
15.	<b>Collaborating Institute Co-PI</b> Details (Can add more rows if required)	Write NIL if no collaboration		
		<b>Name</b>	<b>Institute</b>	<b>Sanction</b>
		Co-PI 1		Yes/ No
		Co-PI 2		Yes/ No
Co-PI 3		Yes/ No		
16.	<b>Industry Collaboration</b> (Dropdown) (Yes/ No) If yes, Name & type of Industry (Can add more rows if required)	Write NIL if no collaboration Choose an item.		
		<b>Name</b>	<b>Type</b>	<b>Sanction</b>
	Industry1 (Start-up/ MSME/Other)		Choose an item.	Yes/ No

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	Industry 2 (Start-up/ MSME/Other)		Choose an item.	Yes/ No
	Industry 3 (Start-up/ MSME/Other)		Choose an item.	Yes/ No
17.	<b>International Collaboration</b> (Yes/ No)	Choose an item.		
	Collaborating PI			
	Collaborating Institute Name			
	QS world Univ. Ranking			
	Collaborating Institute Department			
	QS Ranking of the Department			
	Collaborating Institute Country			
18.	<b>Deliverable Artefacts</b> (click on the box, multiple choices can be selected by the PI. For others, please write what is being offered.)	<input type="checkbox"/> Dataset <input type="checkbox"/> Simulation <input type="checkbox"/> Standard <input type="checkbox"/> Others _____	<input type="checkbox"/> Prototype <input type="checkbox"/> Process & Methodology <input type="checkbox"/> Research facility <input type="checkbox"/> Chip/ IC/ ASIC <input type="checkbox"/> Source Code/ Algorithm	

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Investigator Name

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## Form 2: Technical Brief

*Please do not change the numbering below*

### 1. Aim of Research Proposal

*Write in brief the aim of proposal. Please make it short with on paragraph only.*

### 2. Objectives

*(Add more rows at the end for more objectives)*

2.1. Objective 1

2.2. Objective 2

### 3. Deliverables

*(Add more rows at the end for more deliverables)*

3.1.

3.2.

### 4. Milestones (Give milestones with timelines)

*(Add more rows at the end for more milestones)*

4.1.

4.2.

4.3.

*Final milestone should be Completion of Project, submission of final project report in Word and PDF format along with closure presentation*

### 5. Global Reference papers in the area (State of Art) (Top 2 nos)

5.1.

5.2.

### 6. Global Reference patents in the area (Top 2 nos)

6.1.

6.2.

### 7. Ongoing projects/consultancy work with DRDO Labs/ other organisations in the given technical area

*(Funding Agency, Title, Cost, Duration, Year of sanction, Status – Completed/ongoing, if completed provide year of completion)*

*(Add more rows at the end)*

7.1. Project 1

7.2. Project 2

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**8. Novelty/ Innovation of Research**

8.1. Innovation 1

8.2. Innovation 2

**9. Technical Challenges**

Write here.

**10. Relevance to DRDO**

Write here.

**11. Risk Analysis & Mitigation Pathways**

(Add more rows at the end for more risks)

Risks	Mitigation Pathways
Risk 1	
Risk 2	

**12. Work Share / WBS of PI, Lab, Industry and Foreign Co-PI**

Define macro details of the workshare. Full details to be given in a separate research proposal document at the end of this form.

(Add more Columns for more partners/ Add more rows for more tasks))

Task	PI	Lab	Co-PI 1	Co-PI 2
Task 1				
Task 2				

**13. Data/Input Requirements from DRDO**

(Define macro details of the inputs. Add more rows at the end if required)

13.1. Input data like CAD

13.2. Input data like testing results

13.3. Material properties

13.4. Equipment functioning

**14. Brief of Equipment/ Facility Requirement (from DRDO, existing infrastructure, Industries/ other facilities in country/ international)**

(Define macro details of the facilities)

14.1. Equipment for testing

14.2. High performance computing

14.3. Flight test facility

**15. Initial Thoughts on Project Outcomes Utilization Pathway**

Choose an item.

Enter comments.

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Investigator Name

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### Form 3: Lab Recommendation

1.	Lab Name	
2.	Project Title	Complete Title of the Project
3.	Objectives	
4.	Deliverables	
5.	Alignment with Roadmap/ Programme (Yes/ No) Brief of the Lab Roadmap/ Programme	
6.	Technical Application (Tick the applicable items)	<input type="checkbox"/> Component <input type="checkbox"/> Support tools <input type="checkbox"/> Subsystem <input type="checkbox"/> System <input type="checkbox"/> Material <input type="checkbox"/> Process <input type="checkbox"/> Software <input type="checkbox"/> Chip/ IC/ ASIC <input type="checkbox"/> Codes for Simulation <input type="checkbox"/> Others (specify)
7.	Details of the proposed technical application (Details in 1-2 lines)	
8.	Project Outcome Utilization Plan	<input type="checkbox"/> Absorption by DRDO lab <input type="checkbox"/> ToT to Industry <input type="checkbox"/> Prototype development with Industry Collaboration
9.	Details of the Project Outcome Utilization Plan	
10.	Name, Designation, Email, Mobile No. of Collaborating Scientists	1. 2.
11.	Mention specific DRDO projects under which the research outcomes will be used	
12.	Work- share of DRDO Lab, Give details	
13.	Recommendations on the Project Outcomes and Artefacts submitted	
14.	Lab has reviewed the items and funds proposed under equipment, facility, expendables & procured services; the projected requirements are necessary and sufficient to conduct the proposed research	(Please provide comments)
15.	Detailed Comments on the Proposal	
16.	Comments on Industry Association	

- Continuous interactions will be taken up with PI to meet the timelines and for concluding the technical outcomes.
- Data sharing will be done with PI and research teams formally with information to DFTM.
- Linkage with proposed/ ongoing Lab project relevant to development of Component/ Subsystem/ System/ Raw Material/ Others to be specified.
- Figures of Merit (FoMs) are acceptable.
- Specifications and Deliverables are acceptable to Lab.
- The requirements projected in the proposal are necessary and sufficient for the problem statement.
- The financial requirements of the project have been categorized under appropriate cost heads and the overall expenditure appears reasonable.

(Signature with Seal)

(Signature with Seal)

**(Coordinating Scientist)**

**(Lab Director)**

Name:

Email:

Mobile No.:

## Form 4: Extended Technical Details

<input type="checkbox"/> Pre TEC	<input type="checkbox"/> Pre RAB	<input type="checkbox"/> Pre GC	<input type="checkbox"/> Post GC
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<b>Title</b>	<b>Complete Title of the Project</b>
<b>PI, Institute</b>	<b>Prof Principal Investigator Name , Institute Name</b>
<b>Coordinating DIA CoE</b>	<b>DIA COE Institute Name</b>
<b>Research Vertical</b>	<b>Research Vertical</b>

**1. Technology Description**

*Write here.*

**2. Key Technology Challenges**

*Write here.*

**3. State of Art (National)**

*Write here.*

**4. State of Art (International)**

*Write here.*

**5. Figures of Merit (FoM)**

*(Add more rows at the end)*

Property	Parameter	Targeted Value	International value	Measurement Methodology

**6. Competence Level/ Previous work done in this area or related field**

*(Add more rows at the end)*

6.1. Publication in this field by the PI

**7. Role of Industry (if applicable)**

Role of Industry	Workshare	Justification

**8. Application of Technology**

*(Add more rows at the end)*

8.1.

**9. Technical Plan/ Methodology (Brief) (Attach)**

*(Detailed technology plan to be provided in a separate document and to be attached at the end of document)*

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**10. PERT Chart Highlighting Critical Path (Attach)***(Gantt Project or Project Libre open-source software may be used.)***11. Equipment/ Facilities Required***(Add more rows at the end if required)*

S. No	Name of Equipment	Quantity	Cost	Source country

**12. Equipment/ Facility available with Academia/ Industry for the Project***(Add more rows at the end if required)*

SNo	Name of Equipment	Available Quantity	Serviceable / Unserviceable	Source country

**13. Equipment/ Facility available with DRDO for the Project***(Add more rows at the end if required, Inputs may be sought from DRDO)*

S. No	Name of Equipment	DRDO Lab/ Estt

**14. Equipment/ Facility Available Within Country for the Project***(Add more rows at the end if required, Inputs may be sought from DRDO and Other researcher community in the field)*

S. No	Name of Equipment	Institute where Equipment Available	Location

**15. Procured Services Required (available within country/ abroad)***(Add more rows at the end if required)*

S. No	Type	Approx. Cost	Source Country

**16. List of Expendables (available within country/ abroad)***(Add more rows at the end if required)*

S. No	Name of Expendables	Cost/ Unit	Source Country

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Investigator Name

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## Form 5A: Financial Details

Series 5 forms to be filled by each PI/ Co PI (including Industry) separately  
Individual and consolidated forms to be submitted

<input type="checkbox"/> PI	<input type="checkbox"/> Co PI	<input type="checkbox"/> Industry	<input type="checkbox"/> Consolidated
<input type="checkbox"/> Pre TEC	<input type="checkbox"/> Pre RAB	<input type="checkbox"/> Pre GC	<input type="checkbox"/> Post GC

### Cost Break-up (Refer Cost Projection Guidelines)

Proposed Expenditure on ↓ (Rs in Lakhs) During →	Year1	Year2	Year3	Line Total	Reference
1. Research Manpower/ Staff					Form 5B
2. Equipment (including spares thereof)					Form 5C
3. Equipment Operation & Maintenance					Form 5D
4. Expendables					Form 5E
5. Prototype or Hardware Engineering model construction cost					Form 5F
6. Lab Infrastructure Upgrade					Form 5G
7. Workshop/Conferences					Form 5I
8. Travel					Form 5R
9. Contingencies					
10. Visiting Faculty or Research Consultant(s)					
11. Procured services (other than (7) and metered utilities)					Form 5H
12. Institutional overheads (as per approved norms)					
<i>Column Sub Totals</i>					
<b>Industry as Co-PI</b>					
1. Equipment (including spares thereof)					
2. Expendables					
3. Prototype or Hardware Engineering model construction cost					
4. Contingencies					
<i>Column Sub Totals</i>					
<b>Column Grand Total</b>					

Total Cost of the Project will be ₹ \_\_\_\_\_ (in words) only (₹ \_\_\_\_\_).

**Note:**

- Provide Institute-wise proposed expenditure under various heads (as per format), along with the overall consolidated proposed expenditure indicating the total project cost.
- Any other fund head may be added subject to approval of Governing Council

Signature with Seal: Director –  
DIA COE Institute Name

Signature with Seal: Prof  
Principal Investigator Name

Signature with Seal:  
Administrative authority of  
host institution

## Form 5B: Manpower Detailed Justification

### Manpower Detailed Justification

(DST approved posts can be included in the type of manpower)

(Add more rows at the end if required)

Type	Number	Work Allocation
SRF		SRF1
		SRF2
JRF		JRF1
		JRF2
PA		PA1
		PA2
RA		RA1
		RA2
Others (Internship/ Hackathon)		

Senior Research Fellow (SRF), Junior Research Fellow (JRF), PA (Personal Assistant), Research Assistant (RA) to be given salaries as per approved published norms of **DST/DRDO**

S No	Researcher (JRF/SRF/RA/PA/Others)	Salary Per month	HRA	Total (Salary & HRA)/Month	Yearly Increment (if Applicable)	Nos of researchers	Total/Year (Lakhs)
1	SRF						
2	JRF						
3	RA-I						
4	RA-II						
5	RA-III						
6	Project Associate						
7	Internship/ Hackathon						
<b>Total</b>							

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Institute Name

Signature with Seal: Prof Principal  
Investigator Name

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### Form 5H: Details of Procured Services

#### List of Procured Services

*(Add more rows at the end if required)*

<b>SNo</b>	<b>Type of Services</b>	<b>Cost</b>	<b>BQ/LPP Reference</b>	<b>Source Country</b>	<b>Justification</b>
<b>Total</b>					

Signature with Seal: Director – DIA COE  
Institute Name

Signature with Seal: Prof Principal  
Investigator Name

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## Form 5J: Cost Estimation for Research Staff

### Cost Estimation for Research Staff

(As per approved and published norms of Gol/ DST/ CSIR/ Institute)

(Add more rows at the end if required)

	<b>Research Staff Post</b>	<b>No.</b>	<b>Monthly remuneration</b>	<b>HRA @....</b>	<b>Total</b>	<b>Yearly Remuneration</b>	<b>Yearly Increment</b>	<b>Y1</b>	<b>Y2</b>	<b>Y3</b>	<b>Y4</b>	<b>Y5</b>	<b>Total</b>
<b>1</b>													
<b>2</b>													
<b>3</b>													
<b>4</b>													
<b>Total</b>													

Signature with Seal: DIA COE – DIA COE  
Institute Name

Signature with Seal: Prof Principal  
Investigator Name

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## Form 5K: Cost Estimation for Visiting Faculty or Research Consultant(s)

### Cost Estimation for Visiting Faculty or Research Consultant(s)

(Add more rows at the end if required)

	<b>Visiting Faculty/ Research Consultant</b>	<b>No.</b>	<b>No. of Days</b>	<b>Rate @....</b>	<b>Total Honorarium</b>	<b>Y1</b>	<b>Y2</b>	<b>Y3</b>	<b>Y4</b>	<b>Y5</b>	<b>Total Honorarium</b>
<b>1</b>											
<b>2</b>											
<b>3</b>											
<b>4</b>											
<b>Total</b>											

Signature with Seal: DIA COE – DIA COE  
 Institute Name

Signature with Seal: Prof Principal  
 Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 5L: Cost Estimation for Proposed Equipment

### Cost Estimation for Proposed Equipment

(Add more rows at the end if required)

S. no.	Equipment	Qty	Estimation based on SO/BQ/GeM/ Own estimate)	Year of Reference	Currency	Exchange Rate	Cost in (Rs. Lakh)	GST	Custom Duty	Other charges	Total Cost with taxes (Lakh)	Details of BQ / Previous purchase	Cost proposed by PI	Ref. Page no.
1														
2														
3														
4														
5														
6														
7														
<b>Total</b>														

Signature with Seal: DIA COE – DIA COE  
 Institute Name

Signature with Seal: Prof Principal  
 Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 5M: Cost Estimation for Proposed Operation & Maintenance

### Cost Estimation for Proposed Equipment

(Add more rows at the end if required)

S. no.	items	Qty	Estimation based on SO/BQ/GeM/ Own estimate)	Year of Reference	Currency	Exchange Rate	Cost in (Rs. Lakh)	GST	Custom Duty	Other charges	Total Cost with taxes (Lakh)	Details of BQ / Previous purchase	Cost proposed by PI	Ref. Page no.
1														
2														
3														
4														
5														
6														
7														
<b>Total</b>														

Signature with Seal: DIA COE – DIA COE  
 Institute Name

Signature with Seal: Prof Principal  
 Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 5N: Cost estimation for Expendables

### Cost Estimation for Expendables

(Based on available Information to the extent possible)

(Add more rows at the end if required)

SN o	Description	Qty	Estimation based on SO/BQ/GeM/ Own estimate)	Year of Ref	Currency	Exchange Rate	Cost in without taxes (Rs. Lakh)	GST	Custom Duty	Other charges	Total Cost with taxes (Lakh)	Details of BQ/ Previous purchase	Cost proposed	Ref. Page no.
1														
2														
3														
4														
5														
<b>Total</b>														

Signature with Seal: DIA COE – DIA COE  
Institute Name

Signature with Seal: Prof Principal  
Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 50: Cost Estimation for Prototype or Hardware Engineering model construction

### *Cost Estimation for Prototype or Hardware Engineering model construction*

(Add more rows at the end if required)

<b>S. no.</b>	<b>Description</b>	<b>Qty</b>	<b>SO/BQ /GeM/ Own estimate</b>	<b>Year of Reference</b>	<b>Currency</b>	<b>Unit Cost</b>	<b>Exchange Rate</b>	<b>Cost in without taxes (Rs. Lakh)</b>	<b>GST @ 18%</b>	<b>Total Cost with tax (Lakh)</b>	<b>Budgetary Reference</b>	<b>Ref. Page no. in file</b>	<b>Justification</b>
<b>Total</b>													

Signature with Seal: DIA COE – DIA COE  
 Institute Name

Signature with Seal: Prof Principal  
 Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 5P: Cost Estimation for Lab Infrastructure Upgrade

### Cost Estimation for Lab Infrastructure Upgrade

(Add more rows at the end if required)

S. no.	Description	Qty	SO/BQ /GeM/ Own estimate	Year of Reference	Currency	Unit Cost	Exchange Rate	Cost in without taxes (Rs. Lakh)	GST @ 18%	Total Cost with tax (Lakh)	Budgetary Reference	Ref. Page no. in file	Justification
<b>Total</b>													

Signature with Seal: DIA COE – DIA COE  
 Institute Name

Signature with Seal: Prof Principal  
 Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 5Q: Cost Estimation for Procured Services

### Cost Estimation for Procured Services

(Add more rows at the end if required)

S. no.	Description	Qty	SO/BQ /GeM/ Own estimate	Year of Reference	Currency	Exchange Rate	Usages charges	Cost in without taxes (Rs. Lakh)	GST @ 18%	Total Cost with tax (Lakh)	Budgetary Reference	Ref. Page no. in file	Justification
<b>Total</b>													

Signature with Seal: DIA COE – DIA COE  
Institute Name

Signature with Seal: Prof Principal  
Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 5R: Cost Estimation for Travel

### **Cost Estimation for Travel**

*(Add more rows at the end if required)*

<b>Year</b>	<b>Domestic travel details like places of visit, No. of visits/year</b>	<b>Amount</b>
<b>Year-1</b>		
<b>Year-2</b>		
<b>Year-3</b>		
<b>Year-4</b>		
<b>Total</b>		

\_\_\_\_\_  
Signature with Seal: DIA COE – DIA COE  
Institute Name

\_\_\_\_\_  
Signature with Seal: Prof Principal  
Investigator Name

**Note: Proposal, to be revised based on recommendation of TEC/ RAB/ GC**

## Form 6A: PI/Co PI/ NRI Co PI Details

<input type="checkbox"/> PI	<input type="checkbox"/> Co PI	<input type="checkbox"/> NRI Co PI
-----------------------------	--------------------------------	------------------------------------

1.	Name	Prof Principal Investigator Name
2.	Designation	
3.	Department	
4.	Institution	Institute Name
5.	Birth Date (dd/mm/yyyy)	
6.	Gender (Dropdown)	Choose an item.
7.	Email	abc@iitx.ac.in
8.	Phone	+91 9999999999
9.	Fax	+91 XXXXXXXXXX
10.	Mobile	+91 MMMMMMMMMM
11.	Address	
12.	Country	

### 13. Academic Qualification (Begin with Bachelor Degree)

<i>Degree</i>	<i>University</i>	<i>Subject</i>	<i>Year</i>
<i>Bachelor</i>			
<i>Master's</i>			
<i>PhD</i>			
<i>Post Doctoral</i>			

### 14. Other Research Training & Experience (*Especially establishing research qualification in area covered by this application including previous and present two highlights*)

\_\_\_\_\_  
Signature with Seal: DIA COE – DIA COE  
Institute Name

\_\_\_\_\_  
Signature with Seal: Prof Principal  
Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

(Add more rows at the end if required)

<b>Institution</b>	<b>Topic of work done</b>	<b>Year</b>

15. Field of major scientific interest

15.1. Area 1

15.2. Area 2

15.3. Area 3

16. Best 2 Publications with impact factor

16.1. Paper 1; reference with Impact Factor

16.2. Paper 2; reference with Impact Factor

17. Details of Patents

17.1. Patent 1

17.2. Patent 2

18. Details of technologies developed in the field

18.1. Technology 1

18.2. Technology 2

18.3. Technology 3

19. List of ongoing projects of Pls

(Add more rows at the end if required)

<b>Funding agency</b>	<b>Amount (Rs)</b>	<b>Start Date</b>	<b>End Date</b>	<b>Title</b>	<b>PI</b>	<b>Co-PI</b>

20. List of projects conducted for DRDO/DIA-CoE/ other Govt agencies/ CSIR/ DST/ DBT/ PSA office etc.

(Add more rows at the end if required)

<b>S.No</b>	<b>Project Title</b>	<b>Department</b>	<b>Report / UC submitted or pending</b>
1			

\_\_\_\_\_  
Signature with Seal: DIA COE – DIA COE  
Institute Name

\_\_\_\_\_  
Signature with Seal: Prof Principal  
Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

## Form 6B: Industry/Startup Co-PI Details

1.	Name of Industry	
2.	Branch	
3.	Date of Incorporation (dd/mm/yyyy)	
4.	PoC of Industry	
5.	Designation	
6.	Gender(Dropdown)	Choose an item.
7.	Email (PoC and Industry)	
8.	Phone	
9.	Fax	
10.	Mobile	
11.	Address	

12. Research, Training & Experience (*Especially establishing research qualification in area covered by this application including previous and present two highlights*)  
(Add more rows at the end if required)

Institution	Topic of work done	Year

13. Participation of Industry in R&D with other organisations

13.1. Participation 1

13.2. Participation 2

13.3. Participation 3

\_\_\_\_\_  
Signature with Seal: DIA COE – DIA COE  
Institute Name

\_\_\_\_\_  
Signature with Seal: Prof Principal  
Investigator Name

**Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC**

14. Details of Patents

14.1. Patent 1

14.2. Patent 2

15. Details of technologies developed in the field

15.1. Technology 1

15.2. Technology 2

16. List of projects conducted for DRDO/DIA-CoE/ other Govt agencies/ CSIR/ DST/ DBT/ PSA office etc. Project completed for other/host countries can be listed in the given technical field.

*(Add more rows at the end if required)*

S.No	Project Title	Department
1		
2		

---

Signature with Seal: DIA COE – DIA COE  
Institute Name

---

Signature with Seal: Prof Principal  
Investigator Name

***Note: Proposal to be revised based on recommendation of TEC/ RAB/ GC***

## Form 7A: Certificate of Project Submission

The undersigned agree to abide by the terms and conditions set forth for the Directed Research Grant and certify that basic necessary facilities for the proposed work are available and the same can be extended to the investigator. The proposal has not been submitted to or under consideration by any other funding agency, simultaneously. As on date statement of accounts / Utilization Certificate of completed DRDO projects and technical closure reports are not pending with PI / Institute.

**Administrative authority of host  
institution forwarding proposal**

**Principal Investigator (PI) Institute  
Name**

\_\_\_\_\_

\_\_\_\_\_

Signature with Seal

Signature with Seal

Name:

Name: Prof Principal Investigator Name

Designation:

Designation:

Date:

Date:

Official Stamp  
University/Institution

## Form 7B: Cost Reasonability Certificate

The estimate of the cost made by the project team and rates as mentioned in the budgetary quotation provided by the vendors for equipment, Expendables, operation & maintenance and procured services are reasonable.

**Principal Investigator (PI) Institute  
Name**

---

Signature with Seal

Name: Prof Principal Investigator Name

Designation:

Date:

## Form 7C: HRA Certificate

It is certified that the accommodation is not provided by the institute to the research staff proposed in the project and hence the HRA from DRDO is being claimed for the research staff.

**Administrative authority of host  
institution forwarding proposal**

**Principal Investigator (PI) Institute  
Name**

---

Signature with Seal

Name:

Designation:

Date:

---

Signature with Seal

Name: Prof Principal Investigator Name

Designation:

Date:

## Form 7D: Certificate of Commercial Use

The institution shall maintain an account of its incomes arising out of commercial use and any royalty income shall be shared equally between DRDO and grantee institution.

**Administrative authority of host  
institution forwarding proposal**

**Principal Investigator (PI) Institute  
Name**

---

Signature with Seal

Name:

Designation:

Date:

---

Signature with Seal

Name: Prof Principal Investigator Name

Designation:

Date:

# Form 7E: Ethical Practices Project Certificate

*(Clearance certificates to be obtained for the concerned authorities as applicable to the project)*

It is certified that (a) Institutional ethical clearance and project approval (b) Clearance from the nuclear medicine committee of BARC and (c) Clearance from Institutional Bio safety committee have been obtained and relevant document are attached.

**Administrative authority of host  
institution forwarding proposal**

**Principal Investigator (PI) Institute  
Name**

\_\_\_\_\_

\_\_\_\_\_

Signature with Seal

Signature with Seal

Name:

Name: Prof Principal Investigator Name

Designation:

Designation:

Date:

Date:

*(Projects involving DNA/genetic engineering work should be examined and certified by the Institutional Bio-Safety committee (IBSC), Lodhi Road, Delhi.)*



# Form 7G: Certificate of Review Meeting Compliance

It is certified that TEC, RAB and GC recommendations have been complied to, as given below:

<b>TEC Stage</b>		
	<b>Recommendations:</b>	<b>Action Taken:</b>
<b>i.)</b>		
<b>ii.)</b>		
<b>iii.)</b>		
<b>iv.)</b>		
<b>RAB Stage</b>		
	<b>Recommendations:</b>	<b>Action Taken:</b>
<b>i.)</b>		
<b>ii.)</b>		
<b>iii.)</b>		
<b>iv.)</b>		
<b>GC Stage</b>		
	<b>Recommendations:</b>	<b>Action Taken:</b>
<b>v.)</b>		
<b>vi.)</b>		
<b>vii.)</b>		
<b>iii.)</b>		

**Principal Investigator (PI)**

\_\_\_\_\_

Signature with Seal

Name:

Designation:

Date:

**End of Proposal Intentionally  
Left Blank**