

**REVISED PROFORMA FOR PARTNER INSTITUTE FOR APPLICATION FOR  
RESEARCH PROJECT FOR ASSISTANCE FROM NATIONAL TEA RESEARCH  
FOUNDATION (NTRF)**

**PART I : General Information**

1. Title of the project:
2. Area of Research (Please see Annexure-I)
3. Name of the Institute:
4. Name, designation and affiliation of the Executive Authority /Institute / University Project Investigator
5. Name and Affiliation of Co-Project Investigator(s)
6. Total financial outlay:
7. Duration:
8. Abstract of the Project (Not to exceed one page)

**PART II : Technical details of the projects**

1. Title of the Research Project.
2. Introduction (Not exceed 2 - 3 pages, 1500 word maximum)
  - 2.1. Origin of the project
  - 2.2. Rationale of the Project
  - 2.3. Current status of the research in national and international
  - 2.4. Preliminary work done so far.
3. Objectives of the project
4. Deliverables / Achievable targets
5. Time lines (Please specify quantifiable outputs)

<b>Period of the study</b>	<b>Achievable targets</b>
6 Months	
12 Months	
18 Months	
24 Months	
30 Months	
36 Months	

6. Methodology
7. Name and address of Experts in this field in India and Abroad.

8. Whether the project has been/was submitted to any other agency and, If so, what is their reaction?
9. Official position of the applicant:  
Name of the Organization:  
Address:  
Telephone No:  
Fax No:  
Email Address:
10. Constitution of the Organization in brief.
  - a) Is it recognized by the Department of Scientific and Industrial Research, Ministry of Science and Technology, Govt. of India under the scheme on recognition of Scientific & Industrial Research Organizations (SIROs)?
  - b) If yes, mention the effective date, and registration number and period for which recognized.
  - c) Whether the institute is exempted by the Income Tax Authority, u/s 35(1) (ii)/(iii) if so enclose a certified copy of the valid I.T. Exemption Certificate.
11. Particulars of the Investigators:
  - a) Principal Investigator
    - Name:
    - Date of Birth:
    - Sex:
    - Designation:
    - Department:
    - Institute:
    - Address:
    - Telephone:
    - Fax:
    - Mobile:
    - E-mail:
  - b) Co-Principal Investigator(s)
    - Name:
    - Date of Birth:
    - Sex:
    - Designation:
    - Department:
    - Institute:
    - Address:
    - Telephone:

- Fax:
  - Mobile:
  - E-mail:
12. Brief bio-data of the Principal Investigator / Co-Principal Investigator of the project indicating his/her area of specialization as related to the proposed research:
  13. List of significant publications of the Principal Investigator / Co-Principal Investigator in the area of proposed research:
  14. Two Research publications considered by the Principal Investigator / Co-Principal Investigator to be his/her best should be enclosed
  15. Provide information about the research background of the Principal Investigator / Co-Principal Investigators.
  16. List of the research project(s) supported by NTRF previously if any and the outcome.
  17. List of the research projects that are being carried out and completed in recent past other than NTRF by the principal investigator mentioning the sponsors.
  18. Practical/Scientific utility:  
(Practical utility of the investigation and scope for future research indicating the lacunae, if any).
  19. State clearly how the proposed research would benefit tea industry at large.
  20. In case the work is to be carried out in more than one laboratory, mention their names and addresses and specify whether they are enlisted under DSIR recognition scheme along with I.T. exemption.
  21. Existing facilities:
    - a) Manpower:
    - b) Laboratory facility, including equipment facilities related with the current project  
(Separate list may be attached)
  22. What Technical innovation is proposed to be introduced or achieved?

### **PART III : Budget Particulars**

1. Financial Aspects: Following particulars must be provided.
  - a) Item-wise estimated annual expenses on each of recurring and non-recurring items.

- b) Indicate particulars of capital items and the costs included in the proposal, explain the justification for capital items.
- c) What financial support is specifically needed for the project from NTRF and at what intervals?
- d) What will be the financial share of the partner institution/laboratories in the project?

**2. Staff requirements:**

Give details of research technical staff to be employed in the scheme for the period of investigation.

- [NTRF will provide consolidated fellowship for Research Fellow(s), possessing stipulated qualification standard, at Rs.20,000/- + HRA (10% / 15% as applicable) for 1<sup>st</sup> year and 2<sup>nd</sup> year and Rs.22,000/- + HRA (10% / 15% as applicable) p.m. for 3<sup>rd</sup> year w.e.f 1<sup>st</sup> February, 2016.
- The additional and existing personnel, to be recruited or inducted for the project will in no way be the liability of NTRF or Tea Board during and after completion of the project at any point of time].

Items	1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total
<b>A. Non-Recurring</b>				
<b>Total Non-Recurring</b>				
<b>B. Recurring</b>				
Fellowship @ Rs.20,000/- + HRA# (15% / 30% as applicable) for 1 <sup>st</sup> year and 2 <sup>nd</sup> year and Rs.22,000/- + HRA (15% / 30% as applicable) p.m. for 3 <sup>rd</sup> year w.e.f 1 <sup>st</sup> February, 2017.				
<b>Total Non-Recurring</b>				
<b>C. Overhead @ 10% on recurring cost</b>				
<b>Grand Total (A+B+C)</b>				

\* Add rows extra if necessary

# @ 15% for rural areas and 30% for Metropolitan cities.

3. Any other relevant details of the Partner organization desires to furnish in support of the proposed project:

**Declaration / Certification**

**Duplication of research work:**

The research work proposed under the project does not in any way duplicate the research work already done or being conducted elsewhere.

**Signature of Principal Investigator :  
with seal Date :**

**Signature of Co-Investigator  
Date :**

**Signature of Co-Investigator  
Date :**

**Signature of Project Coordinator  
(if applicable)  
Date :**

**Signature of Executive Authority  
of Institute/University with seal  
Date :**