



CHHATTISGARH COUNCIL OF SCIENCE & TECHNOLOGY,  
Vigyan Bhawan, Vidhan Sabha Road, Daldal Seoni,  
RAIPUR (CG) 492014

Guidelines for Projects/ Programmes

**Background :**

Chhattisgarh Council for Science & Technology endeavors to achieve highest attainable level of physical, mental and social well being of its citizens through processes that will empower local communities and citizens. The council aims to bring equitable and gender sensitive environment and reduce poverty in the State by aiming to apply advances in Science & Technology by integrating traditional / indigenous knowledge and skills of the people.

**The Council has been supporting technology development projects which include materials, devices and processes. The Programme supports activities aimed at developing technologies both in the advanced/emerging areas and in traditional sectors/areas. Under the Programme, feasibility of fresh ideas/ concepts is also assessed for their potential conversion into useful technology/product and location specific research and technology development.**

The council also encourages intellectual growth and knowledge protection, value addition, diversification and strengthening of research, design and development for achieving social equity and to make Science & Technology as 'Science of Life' so as to fully realize the timeless objective of ensuring happiness, health and well being of all.

The broad disciplines under which the Mini Research Projects are sanctioned are as follows:

<b>Life Sciences:</b>	Animal Sciences, Agriculture, Biophysics, Biochemistry and Molecular Biology, Health Sciences, Plant Sciences, Applied Life Sciences
<b>Chemical Sciences:</b>	Inorganic Chemistry, Organic Chemistry, Physical Chemistry.
<b>Mathematical Science:</b>	Mathematics & Statistics, Applied Mathematics
<b>Physical Sciences:</b>	Condensed Matter Physics and Material Science, Laser, Optics, Atomic and Molecular Physics, Plasma, High Energy, Nuclear Physics, Astronomy & Nonlinear

	dynamics
<b>Engineering Sciences:</b>	Chemical Engineering, Electrical, Electronics, Electronics and Telecommunication, Computer Engineering, IT, Mechanical Engineering, Civil Engineering, Robotics and Manufacturing
<b>Earth &amp; Atmospheric Sciences:</b>	Atmospheric Science, Earth Science
<b>Social Sciences:</b>	Sociology, Economics, Home Science & Nutrition, Psychology
<b>Other Applied Sciences:</b>	

Mini Research Projects are sanctioned for duration of one to three years depending on the requirement of the research work, to a maximum of Rs. 5 lacs.

To this end, project proposals are invited for according financial assistance, subject to fulfillment of certain guidelines. These guidelines are briefly described herein under:

*Guidelines for Projects/ Programmes*

- 1. The Institutions/Investigators seeking a project from the Council should have adequate infrastructure to pursue the research project. The institutions should be Universities and Colleges recognized by UGC/AICTE/ICMR/MCI/ICAR/ or any Govt. recognizing Authority, State level Research Institutes of the State reputed with backup, highly qualified expertise in the field/area and facilities to carry out such a research project.**
2. Research proposals may be submitted by the Permanent Scientist/Academician of the institute /organization where the person is employed and basic facilities are available in such institutes/organizations for conducting the proposed research.
- 3. The Principal Investigator should have Doctorate Degree and previous experience in the field of the proposed study.**
4. Only one project will be considered for approval for financial assistance of one Principal Investigator of the organization at a time. This would enable new researchers to avail opportunity of this programme and council could extend assistance to more projects.

- 5. The applicant will submit the project proposal on prescribed format prepared as per the guidelines of Chhattisgarh Council of Science & Technology. The project will have a Principal Investigator who would be responsible for its formulation and implementation. Proposal may be upto maximum 3 years duration.**
- 6. All projects proposals have to route through the Head of Institutions and must be supported with all relevant documents.**
- 7. The proposals received will be screened and evaluated by the empowered committee/experts panel constituted for the purpose.**
- 8. No Mini Research Projects, Seminars, Symposia, Workshops, Conference Trainings, Programs etc., under its R&D Schemes shall be sanctioned to the Principal Investigator or organization unless Utilization Certificate/Statement of Expenditure/Progress Report of previously sanctioned project/program are submitted to the council within the stipulated time.**
- 9. The Council will provide financial support for staff, i.e. Project Fellow @ Rs. 10,000/- per month and essential equipments and contingency for the project over a period of maximum 3 years. The computer system, laptop, camera and software are not allowed under the project. The equipments will become the property of the host institutions after completion of the project after taking approval of CCOST.**
- 10. The sanctioned amount under Travelling Allowance head of Mini Research Project is to be utilized only for the purpose of project related work (Field work, /survey/sample collection/technical advice etc.) and not for participating in seminar/symposium/conference/workshop etc. for any other purpose. (For attending seminar/symposium/conference/ workshop etc. for international level held in India and/or abroad and national level, the Council has other financial support schemes).**
- 11. Release of Funds:** The contingency amount sanctioned for the research project shall be released at once with the approval of the project. Salary will be released after the submission of the papers related to appointment of the staff under the project. The amount under equipment head can be released after receiving the recommendations of purchase committee and the approval of head of the institute.

**The remaining amount would be released after receiving the following documents:**

- (i) Annual Progress Report in the prescribed format.**
- (ii) Statement of Expenditures and Utilization Certificate.**

- (iii) **Midterm appraisal by Review Committee or Experts after presentation by the Principal Investigator/ or evaluation.**

## **12. Monitoring**

**The Principal Investigator shall submit annual report in prescribed format timely to the Council. The report must contain details about the work done, achievements, results and duly audited accounts (in case of annual report). Release of funds will be withheld in the event of non-receipt of Utilization Certificate and Progress Reports in time or unsatisfactory progress of project work.**

**On completion of the project, the Project Investigator shall submit to the CCOST a final report in the prescribed format, which shall be examined by the experts group of CCOST, for identifying project results, their significance, and follow up required therein.**

**13. Maximum Number of Mini Research Projects/Programmes which will be considered for Financial Assistance in a Financial Year:** The Chhattisgarh Council of Science & Technology sponsors various activities, like: Mini Research Projects, Seminars, Symposia, Workshops, Conference Trainings, and Programs etc., under its R&D Schemes. The category-wise maximum numbers of Mini Research Projects/programs, Seminar/Symposium/Workshop/Conference and other short term programs that shall be considered for financial support in a Financial Year are given herein under :-

Sl. No.	Category of Institutions	Seminar/Symposium/ Workshop/Conference and other short term programs	Mini Research Projects/
01	Each University	Maximum One per Department	Max. Two per Department
02	Group of Institutions/ National Level Laboratories/ Institutions (each)	Maximum Five (Max. One per Department)	Maximum Five (Max. One per Department)
03	Individual Colleges (each)	Maximum Three (Max. One per Department)	Maximum Five (Max. One per Department)
04	Professional Bodies / NGOs (each)	Max. One per organization	Max. One per organization

#### **14. Duration for submission of Project Proposal:**

Mini Research Projects shall be accepted for financial support in a Financial Year during the period as given below:-

**From 1<sup>st</sup> April to 30<sup>th</sup> June in every financial year.**

#### **Note:-**

1. All other specific guidelines, terms and conditions are appended with the proforma for submission of projects. Please go through the same before filing of application.
2. Special programs of the Council are exempted and are not bound by the above defined norms.
3. The Council may change norms at any point of time, as per the need and requirement.
4. Projects which are considered closer to the interests of the State and relevant to its inhabitants shall be accorded high priority while sanctioning the projects.
5. Director General, Chhattisgarh Council of Science & Technology has all the powers beyond above defined norms to consider/sponsor/sanction any project/program in the overall interest of the State of Chhattisgarh.

**Director General**  
Chhattisgarh Council of Science & Technology,  
Raipur (CG)