

**BIOTECHNOLOGY INNOVATIONS FOR RURAL DEVELOPMENT (BIRD)
Guidelines**

1. Introduction:

Kerala Biotechnology Commission under the Kerala State Council for Science, Technology and Environment invites research proposal under Biotechnology Innovations for Rural Development to conduct training or operate demonstration projects to promote rural innovation for developing Biotech based products and to promote/popularize the use of biotechnological process and tools for creating employment opportunities in rural areas.

2. Who can apply ?

University Departments/Colleges, Central and State R&D Institutions/Organizations, Academic Institutions, non-government organizations with proven track record and self-help groups can apply for conducting training programmes among rural people within the state. The trained groups can also submit proposals in collaboration with concerned NGO/Self-help group/R&D/Academic organization for entrepreneurship in the selected areas. Projects will be encouraged on activities encompassing biotechnology interventions, which have direct application to the society on self employment generation and entrepreneurship development to extend more benefits through training and demonstration. The NGO/Self-help groups submitting the proposal should meet the criteria put forwarded by KSCSTE.

3. Time slot to apply ?

Applications are invited twice every year - January and July.

4. How to apply ?

The applications are to be submitted online when notified.

5. Apply in prescribed format

•Format for budget proposal

Sl No.	Item	Amount	Justification
1.	Manpower		
2	Travel		
3	Consumables & Training materials		
4	Contingencies		
5	Institutional overhead @ 10%		

DECLARATION / CERTIFICATION

1. It is certified that the same project has not been submitted to any other agency/agencies for financial support or already not completed with the financial support from other funding agencies.

2. The institute welcome participation of

Name & Signature of the Executive Authority
of Institute/University with Seal & Date

Name & Signature of Principal Investigator

Name & Signature of the Co-Investigator

6. Social Relevance and tangible output:

Social Relevance shall be provided along with the proposal.

7. Commercialisation Efforts:

Possibility of commercialisation of relevant products can be highlighted.

8. Maximum grant amount:

Up to a maximum of Rs. 5 lakh for a period of 6-12 months.

9. Procedure of operation of the scheme.

• Scrutiny of the Application:

The project proposal will be acknowledged with a reference number and other instructions, if any.

If the project proposal is as per the format and norms of KSCSTE will be placed in the expert committee for final decision.

• Peer review

The PI may be called for presentation before Expert Committee

• Presentation before Expert Committee (whether RC or RAC)

The expert committee assesses the content and objectives of the proposed project and recommends the nature and quantum of assistance to be provided to each project. The decision of KSCSTE based on the recommendations of the expert committee on such proposals shall be final.

10. Issuing Sanction Order

•Date of Start of the Project:

Once the project is approved, the sanction order will be issued to the Head of the Institution with a copy to the Principal Investigator. The sanction order will provide the detailed breakup of funds allocated under the different heads like Manpower (Project Assistant @ Rs. 6000/- per month), Travel, Consumables & training materials, Contingencies, Institutional Overhead (@ 10%) etc.

The first instalment of grant (80%) is released along with the sanction order.

The subsequent instalment of grant would be released on the basis of expenditure incurred, expected expenditure in that financial year and progress of work.

• Submission of Progress Reports

The PI has to furnish Quarterly Progress Report of the work on the project in time and KBC will review the progress of the work periodically.

• Progress Monitoring/Review procedure

The KBC reserves the right to terminate the project at any stage if it is convinced that the grant has not been properly utilized or appropriate progress is not made.

• Periodic submission of SE & UC

Any request for the release of the next instalment should be accompanied with

a) Utilization Certificate and Statement of Expenditure audited by a Chartered Accountant;

b) Latest Authenticated Statement of Expenditure including the Committed Expenditure;

c) Technical Progress Report.

• Other necessary conditions as per the scheme

•Conditions if the progress is not satisfactory

11. Release of further instalment of grant

The recipient institution shall forward a utilization certificate and audited statement of Expenditure (UC & SE) countersigned by the Head of the Institution to the Chairman, KBC, KSCSTE on completion of the project. The un-utilized portion of the grant amount

at the end of the project period shall be refunded to the KSCSTE forthwith by DD in favour of the Member Secretary, KSCSTE payable at Thiruvananthapuram.

12. Project Completion Report

- How many copies to be submitted: One copy through e-mail.
- Asset Transfer Certificate: not necessary
- Project Closure Certificate: not necessary

13. Final review of the Project Report

On completion of the project the final consolidated Project Report should be submitted to KBC/ KSCSTE.

14. Re-appropriation of Funds and Extension details

Any reallocation/ re-appropriation of grants under different heads require prior approval of KBC. In view of extension-oriented programme, assistance for processing equipments will not be provided. However marginal support would be provided for creating small equipments if it is absolutely essential.

15. Guidelines for publication of Research output

Investigators, who publish technical / scientific papers based on the research work done under the project, should acknowledge the financial assistance received from the Kerala Biotechnology Commission/ KSCSTE. Investigators are also requested to publish the research papers emerging out of the project work in leading Journals with good impact factor. Intellectual property rights on the inventions arising out of the project shall be dealt in accordance with rules of the Council. The know-how generated from the project will be joint property of the Investigators and KSCSTE.

16. General Conditions

The KBC reserves the right to terminate the project at any stage if it is convinced that the grant has not been properly utilized or appropriate progress is not made. Canvassing of any form shall disqualify the application

Contact

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