

KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY AND ENVIRONMENT

BEST PAPER AWARD CONTINGENCY SCHEME

File No:

Date:

Name and Address of the awardee:

Title of the Project Proposal:

Terms and Conditions

1. The scheme is constituted for the purpose of providing assistance for scientific/ research work with particular relevance to the state in the form of grants to scientists/ research fellows, who has won the Best paper Award in the Kerala Science Congress.
2. Application for grant shall be made to the Director, Kerala State Council for Science, Technology and Environment (KSCSTE), Sasthra Bhavan, Pattom, Thiruvananthapuram in the prescribed proforma during the month of May every year.
3. The assistance for the project will be for a maximum period of two years. Sanction will be given for the full period of investigation, but the funds will be released originally for only the first year and subsequently to the next year subject to satisfactory completion of the work and submission of UC & SE. Audited Utilization Certificate (UC) and Statement of Expenditure (SE) by Local fund audit or Finance Head of the Govt. institution/Universities countersigned by Head of the Institution and Chartered Accountant for affiliated colleges/NGO's countersigned by Head of the Institution should be submitted on an year to year basis within a period of 3 months from the completion of the project year.
4. The award carries a contingent grant of Rs.1,00,000/- for two years.
5. The amount of grant shall be utilized for the purpose for which it is granted within a period of one year from the date of receipt of the amount and the date of start should be intimated in writing to KSCSTE.
6. For permanent, semi-permanent assets acquired solely or mainly out of the project grants, an audited record in the form of a register shall be maintained by the Institute. The grant shall not be utilized for any construction activities unless specific provision is made for that purpose. Full infrastructural facilities by way of accommodation, water, electricity, communication etc. for smooth implementation of the project shall be given by the Institute.
7. All the assets acquired from the grant will be the property of KSCSTE and should not be disposed off or encumbered or utilized for purpose other than those for which the grant had been sanctioned, without the prior approval of the Council.

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(Head of Institution)

(Seal)

8. At the conclusion/ termination of the project, the Council has the discretion to gift the assets to the Institute or transfer them to any other Institute if it is considered appropriate.

9. The awardee will furnish Annual Progress Report of the work on the project on an yearly basis ((i.e. if the date of start of a project is 12.09.2014 the first Annual Technical Progress report shall be for the period 12.09.2014 to 11.09.2015, the next will be from 12.09.2015 to 11.09.2016 and so on). On completion of the project, 2 copies of the final consolidated Project Completion Report on the work done in the project should be sent to the Council within a period of 3 months from the completion of the project period.

10. At the time of seeking further installment of grant, the Institute/ awardee has to furnish the following documents within a period of 3 months from the completion of the project year.

a) Utilization Certificate (UC) and Statement of Expenditure (SE) for the previous project year.

b) Technical Annual Progress Report.

11. The unutilized portion of the grant amount at the end of the project period shall be refunded to Council not later than 2 weeks for the date of completion of the period by DD in favour of Member Secretary, KSCSTE. In the case of project duration exceeding one year, the amount may be carried forward, unless otherwise it is specified.

12. If for any reason, it is found that the recipient has not utilized the grant for the purpose for which it was sanctioned, he/she shall be disqualified for getting any further grants and steps shall be taken against such person/persons for realizing the amount of grant. The Utilization Certificate and Statement of Expenditure (UC & SE) should be countersigned by the HOI to the effect that the grant has been utilized on the research items for which it was sanctioned.

13. The institute will maintain separate audited accounts for the project. If it is found expedient to keep a part or whole of the grant in a bank account earning interest, the interest thus earned should be reflected in the Utilization Certificate. The interest thus earned will be adjusted towards further installment of grant. In the case of Government Institutions/Universities, the interest accrued can be waived, on a case by case basis.

14. The institute will not entrust the implementation of the work for which the grant is being sanctioned to another institution nor will it divert the grant receipts to other institute as assistance. In case the Institute is not in a position to implement or complete the project, it should, forthwith, refund to the Council the entire grant received by it or the balance grant awarded. Detailed report of the activities along with explanations for the termination of the project is to be submitted to the Council. If the explanation is not convincing, the Council reserves the right to recash the full amount released for the project from the awardee and/ or Institute.

15. The Council 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 being made. The awardee is

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liable to refund the **Grant Amount in part or in full in case of unsatisfactory implementation of the project** or unwillingness to co-operate with the council for monitoring/evaluating the progress of the project.

16. The project becomes operative with effect from the date of receipt of Council order or the date on which the grant is received by the implementing Institution. This date should be intimated by the Institution authorities/ Awardee to the Council. It will, in no case be later than one month after the receipt of the grant by the Institute.

17. If the awardee to whom a grant for a project has been sanctioned wishes to leave the Institution where the project is based, the Institute/ Awardee will inform the same to the Council and in consultation with Council, evolve steps to ensure successful completion of the project, before relieving the awardee.

18. Investigators wishing to publish technical/ scientific papers based on the research work done under the project should acknowledge the assistance received from Council, indicating the scheme. Investigators are also encouraged to publish some of the research papers emerging out of the project work in leading Indian Journals.

19. The knowledge generated from the project will be the property of KSCSTE and should be properly acknowledged. Transfer of technology generated shall be done in consultation with the Council.

20. Projects not operational for more than one year shall be treated as closed and the awardee will be asked to submit detailed progress report and financial settlements and return any unspent money.

We agree to the terms and conditions stated above.

(BP Awardee)

(Head of Institution)

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