

## OPERATIONAL GUIDELINES FOR GCI GRANTEE

1. The grant is meant to utilize the skills, innovative thought process, knowledge, creativity and motivation of Indian Researcher/ Innovators/ Entrepreneurs for the development of health landscape in India and other countries facing similar challenges.
2. Indian Individual Researcher/ Innovator/ Entrepreneur who are not employed in permanent position need to either get incubated to Indian Incubation centres or need to produce a certificate from the host/ Affiliated institution for extending infrastructural or administrative support for the project once their proposal is recommended by TAG. Similarly a certificate from the collaborating agencies showing the agreement to get associated with the project should be submitted.
3. Since GCI is Indian led project it is necessary the Grantee should be Indian national having Indian Passport and preferable living in India till the project completion. OCI/ PIOs are not eligible.
4. Indian companies applying as grantees should have Registration under Companies Act 1956, and must have 51% equity or shareholding by Indian Nationals only including NRIs. More than 49 % investments by OCI/PIO or any foreign entities will lead to ineligibility.
5. NGOs/ Foundations/ Not-for –Profit Organizations/ Community bodies involved in social innovation or S&T activities must have active participation in India. They need to submit an illustration of their active programs in the country as well as their accomplishment when requested. The statutory recognition through Society Act or SIRO will add credentials when provided.
6. There is no bar for age, qualification or experience for Indian innovator/ Researcher/ Entrepreneur but commitment for the development of the project till the end to reach the social impact is must.

### **Technical Process**

1. The Grant is Grantee specific and is non- transferrable.
2. IP generated during the research project/ proposals will be governed by Global Access Policy which means disseminating science and technological solutions addressing Grand Challenges to the needy population at the grass root level for social benefits. PMU-BIRAC will assist with IPR matters resulting from the project as per Grantee request.
3. Grantee wishing to publish papers based on the project should acknowledge the assistance received from BIRAC-DBT-BMGF indicating the scheme name Grand Challenges India. Kindly also inform PMU-BIRAC about any publication, presentation, IPR filing or participation as a result of project's output.
4. It is the sole responsibility of the Grantee to obtain necessary ethical and regulatory approvals required for the project. PMU-BIRAC may provide guidance but will not intervene during the approval process.
5. Any deviation in project implementation against proposed plan should not be done prior approval of TAG. The requirements of deviation must be intimated to PMUBIRAC well in time and reasons thereof and after necessary approval then only should be incorporated in the project.

### **Financial**

1. Grant will be distributed milestone based over 2 years or as per project duration. The extension of the project will be subject to extension of the strategic alliance of DBT-BIRAC-BMGF to support a particular program.
2. The start of the project date is the date of signing the Agreement with PMU-BIRAC. Any expenditure incurred prior to start date of the project will not be considered.

3. The project will become operative with effect from the date of start by the Grantee or afterwards. The Grantee need to intimate the dates to PMU-BIRAC.
4. Re-Appropriation or revisions or any other consideration in the project after start date is subject to recommendation by approval of TAG Chairman.
5. Purchase of Equipment and Accessories under the project should be done in time to avoid any escalation price.
6. Under Manpower the budget will be appropriated as follows:
  - a. PI or Grantee already having permanent job/ position cannot use the grant as their salary
  - b. The fund allotted for Project Assistant/ JRF/SRF/ Research Associate (appointed for project specific duration under Limited Term Employment) will be governed as per DBT norms.
  - c. Indian citizens teaching in recognised college/ universities/ institution or technical post in medical or diagnostic labs/ tissue culture labs/ companies/ CROs/ NGOs involved in Science & Technology Activities have provision for nominal consultancy charges if they are not from collaborating partners.
  - d. Allowances such as HRA, PF, LTA etc. is not permissible.
  - e. Special emoluments for the project based staff will not be borne by either BIRAC or DBT or BMGF.
7. Operational cost of each collaborating partner/ Affiliated Organization for the project is the service charge they render to Grantee to provide their services and usage of Facilities for the project. Full Facilities by way accommodating equipment purchased, utilities maintenance etc. for the project shall be given by the host/ Affiliated Institute/ Organization
8. Outsourcing cost will be as per actual quotations. It does not include overhead charges.
9. Approval of research proposal and grant being released is specifically for the sanctioned project and should be exclusively spent on the project within the

stipulated time. The Grantee is not permitted to seek or utilize funds from other organization for this sanctioned project.

10. The Grantee will maintain separate audited account for this project.
11. Any unspent balance out of the amount sanctioned must be surrendered to PMUBIRAC through Demand Draft drawn in favour of Administration and Finance Officer, BIRAC-PMU, New Delhi.
12. For permanent, semi-permanent assets acquired solely or mainly out of the grant, an audited record in the form of register shall be maintained by the grantee and need to send the list of assets acquired from grant to PMU-BIRAC at every financial year.
13. All assets acquired through grant should not without prior permission of the PMUBIRAC be disposed off or encumbered or utilized for any other purposes.
14. At the conclusion of the project the major assets acquired through the grant is left to the discretionary power of the PMU-BIRAC.
15. Carry forward of unspent funds to the next financial year for utilization for the same project may be considered only after specific approval of PMU-BIRAC.
16. (i) No International Travel will be undertaken from the sanctioned project grant unless specified otherwise.  
  
(ii) International travel of non-officials/private persons in project using govt. grant , if any, shall be regulated as per item No.18 of the DoE OM dated 5.01.2016 or subsequent instructions/clarifications issued from time to time in the matter.
17. (i) The PIs/Implementing Agencies shall strictly adhere to the GoI instructions issued vide OM No. F. 4.1.2021-PPD dated 30.6.2021 in the matter of issue of Global tender Enquiry with special reference to instructions contained under para 4 of the said OM for procurement of equipment's, spares and consumables for research purposes and shall not issue Global Tenders Enquiries before seeking the approval of the competent authority.

(ii) After incurring the expenditure on import of such items and at the time of submission of UCs to the department next year, the PIs will also furnish the copy of the approval sought from the competent authority for issue of the GTE for such items of import. The release of next installment of grant will be subject to the fulfillment of the above condition.

18. The Non-recurring grant should be utilized within **18 Months** from the date of sanction of the project.

### **Monitoring and Reports Submissions**

1. Grantee will submit audited Statement of Expenditure and Utilization Certificate as per the prescribed format for each financial year. It is also clarified that financial year begins from 1<sup>st</sup> April and ends on coming 31<sup>st</sup> March.
2. Grantee will maintain logbook/ account book/ Register for equipment & Accessories, Operational cost to Collaborators, Outsourcing, Manpower, consumables, Travel and Contingency. They need to provide this account book to BIRAC nominated Site visit Team.
3. On completion of project, Project Completion Report on the work done should be sent to PMU-BIRAC along with the account book.
4. The Grantee will submit the report at completion of each milestone. In addition PMU-BIRAC may designate a team of scientist/ experts under recommendation of TAG to visit the grantee periodically to review the progress of the work and for suggesting suitable measures to ensure realization of the objectives of the project.
5. Site visit for Project monitoring would be done by PMU-BIRAC nominated team at any time but prior intimation will be given to Grantee.

### Miscellaneous

1. In case Grantee is not in position to execute or complete the project, he/ she may be required to refund forthwith to PMU-BIRAC the entire amount of grant-in-aid received.
2. The Research Staff and PI employed during the project should not be treated as employees of either Government of India or Bill and Melinda Gates Foundation. The employment of Project based staff at the time of completion or termination of the project will not be concern/ responsibility of the either BIRAC or DBT or BMGF.
3. For the expeditious implementation of the research projects the Grantee will take assistance of the host/ affiliated institute in the process of selection and appointment of the staff and payments to them.
4. PMU-BIRAC reserves the right to terminate the grant at any stage if it is convinced that the grant has not been properly utilized or appropriate progress is not being made.
5. If the Grantee to whom the grant of the project has been sanctioned wishes to leave the institution where the project is based or want to change the collaborators due to certain circumstances should communicate to PMU-BIRAC and in consultation with TAG, the Grantee shall evolve steps to ensure successful completion of the project.
6. BIRAC-DBT-BMGF through their Grand Challenges meeting/ workshop/ Fair will facilitate and guide the successful implementation of societal component of the projects. It is useful for Grantee to attend such events to ensure the mandate of Grand Challenges India is being accomplished.
7. The Decision of the Executive Committee (EC) on the question whether there has been a break or violation of any of terms and conditions mentioned shall be final and binding on the Grantee.