**INDEX**

**Manual for**  [**(BIPP)**](http://birac.nic.in/user/userdashboard.php?scheme=1)

|  |  |  |
| --- | --- | --- |
| S. No | Title | Page |
| 1 | **Basic Information** | 2 |
| 2 | **Particulars of the Applicant** | 3 |
| 3 | **Principal Key Investigator** | 7 |
| 4 | **Applicant Team Members** | 8 |
| 5 | **Shareholding Pattern of the Applicant and Collaborators** | 9 |
| 6 | **Proposal Summary** | 11 |
| 7 | **IP Details** | 14 |
| 8 | **Regulatory Details** | 16 |
| 9 | **Proposal Objective and Work Plan** | 18 |
| 10 | **Objective Wise Activities & Timelines** | 19 |
| 11 | **GANTT/PERT Chart** | 22 |
| 12 | **Proposal Milestones** | 23 |
| 13 | **Budget Justifications (Available)** | 24 |
| 14 | **Proposed** | 26 |
| 15 | **Details of Manpower (Available)** | 28 |
| 16 | **Details of Manpower (To be Hired)** | 30 |
| 17 | **Consumables Details** | 32 |
| 18 | **Justification for Other Recurring Heads** | 33 |
| 19 | **Details on work to be Outsourced** | 34 |
| 20 | **Other Financial Details** | 35 |
| 21 | **Budget Details of the Company** | 36 |
| 22 | **Budget Details of Collaborators (s)** | 37 |
| 23 | **Budget Summary** | 38 |
| 24 | **Declaration Document** | 39 |
| 25 | **Final Submit** | 40 |

**Step 1: Basic Information**

**Basic Information**

* Name Of The Organization

--Select--

Select the organization name from the select box.

Title of Proposal

* Title of Proposal

Write the brief name of proposal which is not exceeding 250 characters.

Select Month

Select Year

* Proposal Duration

Browse a file and upload it. Make sure your file is in PDF format.

--Select--

* Relevant Category

Select the duration of the proposal.

--Select--

* Relevant Area
* Proposal Submitted Solely by in-house R&D unit Jointly with collaborators

Choose one of the radio button accordingly.

In proposal submitted when you choose “Jointly with collaborators”, a select box will be appeared.

Enter Collaborator(s) Details

--Select--

* No. of Collaborators

Here you have to choose the number of collaborators and click the “Enter Collaborators Details” button. After click on “Enter Collaborators Details” button, there is a number of rows of collaborator Details according to your selection. You have to fill the details here.

**Collaborator Details**

|  |  |  |
| --- | --- | --- |
| **Sr No**. | **Collaborator Name** | **Collaborator Type** |
| 1 |  |  |
| 2 |  |  |

Fill all the details accordingly.

Save and Continue

Save your form.

Reset all your fields.

Reset

#### Step 2: Particular of the Applicant(s)

#### Particulars of the Applicant Organization

**Applicant Details**

#### Name of the Applicant Rishi Chandil

**Contact Details**

#### Address1: RZ-3B/215, Address2: J Block

#### Street/Village West Sagarpur City/Town New Delhi

#### State Delhi Country India

#### Pin/Zip code 110003 Landline +91-11-24389600

#### Fax +91-11-24389611 Website [www.rishichandil.in](http://www.rishichandil.in)

#### Above details are automatically comes while you are in applicant details page. These are the details which you filled at the time of registration.

#### \*Address1: Address2:

**Details of the Project Implementation Site**

#### Address3: City/Town:

#### Country: State:

**Pin/Zip Code: Landline:**

**Mobile Fax:**

Fill all the details under details of the project implementation site.

dd-mm-yyyy

**Details of the Project Implementation Site**

Date of Incorporation of the Applicant

Set date of incorporation of the applicant in format: dd-mm-yyyy

**\*R&D Activity**

**\*Manufacturing**

**\*Trading / Imports & Marketing**

Fill all the details under Details of the Project Implementation Site.

#### Applicant Registration Details

* **\*Applicant Type** Public Limited Private Limited

Select Applicant Type accordingly.

* **\*Registration Details**

Browse

Browse the Registration details file. Make sure your file is in PDF format.

Browse

* **Annual Report for Previous Three Financial Year**

Browse the file. Make sure your file in PDF Format.

* **Are the Shares of the Company Held to the extent** YesNo

**Of 51% By Indian Citizens (including NRIs)?** Select your option accordingly.

* **Promoters Background Including Association**

Browse

**With Other Industries and Contribution In**

**Those Industries** Browse file. Make sure your file in PDF format.

* **CA certified share holding pattern of the**

Browse

**Company** Prescribed Format

Browse file. Make sure your file in PDF format. Click on link “*Prescribed Format*” for prescribed format.

* **\*Please attach a scan copy of the PASSPORT**

Browse

**(First and last page only) or ADHAAR Card**

**Of all the shareholders holding more than**

**10% of company shares** Browse file. Make sure your file in PDF format.

#### Project Implementation Details

* **\*Incubation with any of the Yes No**

**Recognized Incubation Facility?**

If you choose yes, an additional browse box and text area will be appeared. You have to browse a related file and write some description about it.

Browse

**\*Upload**

#### Outstanding Loan

* **Are There Any Outstanding Loans? Yes No**

Browse

**\*Please Upload Details in**

**Prescribed Format**

If you choose “Yes”, a file browser box will be appeared. You have to browse a related file.

For prescribe format just click on “*Prescribed Format*” link.

* **Has The Applicant Received Yes No**

**/Applied For Funding From  
 Government/Any Other Agency?  
 If yes then details of research**

**Projects executed by the company in last 3 years.**

If you choose “yes”, a “Number of Times” select box will appeared. You have to choose the number and click on “Enter Details” button.

Enter Details

--Select--

**Number of Times**

After clicking on “Enter Details” button a “Funding Details” box will be appeared according to your selection in “Number of Times” select box.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Title** | **Funding Agency** | **Total Project Cost (Rs. In Lakhs)** | **Present Project Status** | **Date of Start** | **Date/Due Date of Completion** | **Amount Received As Grant-In-Aid (Rs. In Lakhs)** | **Amount Received As Loan (Rs. In Lakhs)** | **Total Approved Cost (Rs. In Lakhs)** |
|  |  |  | Select |  |  |  |  |  |

#### Funding Details

Fill all the details accordingly.

If you don’t want to save this form now. You save it next time with modification.

Save

Save as Draft

Save your form.

Reset all your fields.

Reset

Cancel your form and it return you to main page

Cancel

(Proposal Submission form).

#### Step 3: Principal Key Investigator Details

--Select--

#### Principal Key Investigator Details

#### Title

#### First Name Last Name

DD-MM-YYYY

#### Designation DOB

#### Gender Male Female Highest Qua.

#### Email

#### Address1 Address2

#### Street/Village City/Town

#### Pin/Zip Code

#### State Country

--Select--

--Select--

#### Landline

#### Mobile

Browse

#### Please Upload Resume in Prescribed Format

#### Note: Please download to fill the details and signed copy to be uploaded in PDF format.

#### Please Upload Industry’s Authorisation Letter to for Submission of Proposal in Prescribed Format

Browse

#### Note: Please download to fill the details and signed copy to be uploaded in PDF format.

#### \* Fill all the mandatory details for Primary key investigator details.

#### If you don’t want to save this form now. You save it next time with modification.

Save

Save as Draft

#### Save your form.

Cancel

#### Cancel your form.

#### Step 4: Applicant Team Members

#### Applicant Team Members

#### 

Close

Add New

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S. No. | Name | Designation | Email | Landline | Mobile | Resume | Edit |
| 1 | Rishi Chandil | Junior Assistant | [ris@gmail.com](mailto:ris@gmail.com) | 011-24389600 | 9999999999 | View File | Edit |

#### 

The table data automatically added when you fill the form, which is appeared when you clicked on “Add New” button.

#### Key Investigator Details

#### Title

--Select--

#### First Name

#### Last Name

#### Gender Male Female

#### Designation

#### Landline

#### Mobile

#### Email

#### Please Upload

Browse

#### Resume in Prescribed Format (Click for the prescribed format)

#### Fill all the mandatory fields accordingly.

If you don’t want to save this form now. You save it next time with modification.

Save

Save as Draft

Save your form.

Close

Close the form.

**Step 5: Shareholding Pattern of the Applicant Organization and Collaborators**

**Shareholding Pattern of the Applicant Organization and Collaborators**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S. No.** | **Category of shareholder** | **Number of shareholders** | **Total number of shares** | **Total shareholding as a % of total number of shares** | **Nature of Shares Equity Preference** |
| **Shareholding of promoter & Promoter Group** | | | | | |
| 1. **Indian** | | | | | |
| **1.a** | Indian Citizen |  |  |  |  |
| **1.b** | Indian Organization |  |  |  |  |
| **1.c** | NRI holding Indian Passport (Does not include OCI/PCI) |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **Foreign NRI** | | | | | |
| **2.a** | Foreign NRI |  |  |  |  |
| **2.b** | Foreign Individual |  |  |  |  |
| **2.c** | Foreign Company |  |  |  |  |
| **Total** | | 0 | 0 | 0.00 |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Public Shareholding** | | | | | |
| 1. **Indian** | | | | | |
| **1.a** | Indian Citizen |  |  |  |  |
| **1.b** | Indian Organization |  |  |  |  |
| **1.c** | NRI holding Indian Passport (Does not include OCI/PIO) |  |  |  |  |
| 1. **Foreign** | | | | | |
| **2.a** | Foreign-NRI(OCI/PIO) |  |  |  |  |
| **2.b** | Foreign Individual |  |  |  |  |
| **2.c** | Foreign Organization |  |  |  |  |
| **Total** | | 0 | 0 | 0 | 0.00 |
| **Grand Total** | | 0 | 0 | 0 | 0.00 |

Fill all the mandatory fields’ details accordingly.

If you don’t want to save this form now. You save it next time with modification.

Save

Save as Draft

Save your form.

Cancel

Cancel the form.

Reset all the fields

Reset

**Step 6: Proposal Summary**

**Proposal Summary**

#### \* 1. TRL Status Current TRL Expected TRL

**TRL Details**

New Facility Strengthening of existing facility

If you choose “New Facility” the following form will be appeared –

**\* 2.1 Aim/Objective of the proposal**

**2.2 Novelty of the proposal**

**\* Not more than 180-200 words**

**Essence of The Study Highlighting The Following**

**\* 3.1 Significance and Impact/Value of the**

**Proposal**

**\* 3.2 Rationale**

**\* 3.3 Inventive Step/Innovation**

**\* 3.4 Scope of Industrial Application**

**\* 3.5 National Importance / Social**

**Relevance**

**\* 3.6 Commercialization Potential**

**\* 3.7 Potential Competitors**

**\* 3.8 Risk Factors**

**\* 3.9 Has the Preliminary work done so far. If yes**  Yes No

**Please upload the preliminary data available**

If you click on “Yes” the following field are appeared

Browse

**Upload the preliminary (If available) (Only pdf Allowed)**

**View file**

**\* 3.10. National and International status**

**Of proposed technology or product.**

**\* 3.11. Business Strategy**

**4. Is this Proposal Based on IP Owned by**

**The Applicant/Collaborator/Licensed** Yes No

**From Abroad?**

If you click on “Yes” the following field are appeared

**\* Provide Details of IP Applicant Collaborator Licensed Ownership By Jointly by Company & Collaborator**

**\* Upload Patent/Patent Applied for (Only pdf Allowed)**

Browse

**License Agreement**

**View file**

**Anticipated Outcome / Deliverables**

**5.1**

**5.2**

**5.3**

**5.4**

**5.5**

**Relevant references**

**6.1**

**6.2**

**6.3**

**6.4**

**6.5**

Remove

Add

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Select** | **Proposal reference No.** | **Proposal Title** | **Proposal Status** | **BIRAC Scheme** |
|  |  |  |  |  |

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Close

Cancel the form

Reset all fields

Reset

*\* Note: Please select and remove unused rows.*  
*\* Note: All fields are mandatory and should not exceed 200 words*

1. **IP Status**

**IP DETAILS**

**IP DETAILS**

**1.1 Details of Background IP**

**generated so far and possibility of**

**generating new IP through this project**

**1.2 Countries/jurisdiction where the**

**applicant intends to practice/market**

**the proposed technology**

Add

Remove

**1.3 List Of Patents That Appear To**

|  |  |  |
| --- | --- | --- |
| **Select** | **Patent Number** | **Patent Title** |
|  |  |  |

**Cover Any Part Of The Technology**

**Of Interest Or Similar (And Possibly**

**Overlapping) Technologies And**

**Thereby Restrict The Freedom-**

**To-Operate In The Envisaged Area.**

**1.4 How Would The Present**

**Proposal Be Able To Counter**

**The Above Restrictions?**

**1.5 List The Various Patented**

**Technologies / Processes /**

**Products That Would Be Made**

**Use Of For Manufacturing /**

**Commercialization Of The Proposed**

**Product / Process Along With**

**The Status Of The Patents.   
Whether Permission / License For**

**Use If Such A Patent Owned /**

**Being Sought For By The Company?**

**2.In Case The Technology Is Licenced**

|  |  |  |
| --- | --- | --- |
| **Select** | **Regulatory Approvals** | **Status Approvals obtained/ Approvals in process/ Applications yet to be submitted to the concerned authorities** |
|  |  |  |

**From Abroad, Status Of Independent**

**Validation In The Country Is To Be   
Provided Clearly**

**3.1. Regulatory Approvals and Protocols**

Remove

Add

**3.2.B. Protocols: Protocol in the**

**prescribed format required by**

**the concerned agency for giving**

**approvals**

If you don’t want to save this form now. You save it next time with modification.

Save

Save as Draft

Save your form.

Reset

Reset all fields

Close

Cancel the form

**Step 7: Regulatory Details**

**Regulatory Details**

**1 ) Does the project involve the use of**

**(a)Micro-organisms** Yes No

**(b)GE-Organisms** Yes No

**(c)Plants** Yes No

**(d)Vertebrate animals: Small laboratory animals** Yes No

**(e)Vertebrate animals: Large Animals** Yes No

**(f)Vertebrate animals: Non-human primates** Yes No

**(g)Hazardous materials**  Yes No

**(h)Human clinical materials:** Yes No

**(i)Human subjects**  Yes No

**2) Does the project require any one or more of the following approvals**

**(a)IAEC Approval** Yes No

**(b)CPCSEA Approval** Yes No

**(c)IEC Approval** Yes No

**(d)CDSCO(DCGI) Approval** Yes No

**(e)IBSC Approval** Yes No

**(f)RCGM Approval** Yes No

**(g)GEAC Approval** Yes No

**(h)IC-SCR Approval** Yes No

**(i)NAC-SCRT Approval** Yes No

**(i)Envoirnment Safety Authority Approval** Yes No

**(k)DGFT Approval** Yes No

**(l)NBA Approval** Yes No

**(m)PCB Approval** Yes No

**(n)Any Other national Authority(Specify) Approval** Yes No

**Upload(Merge files if there are multiple documents avaliable) :**

Upload

**Detail(If not applicable, fill NA) :**

**3) Does the project implementation require:**

1. **Academic Research Facility** Yes No
2. **Non-GLP Facility** Yes No
3. **GLP-Facility** Yes No
4. **Non-GMP Facility** Yes No
5. **GMP-Facility** Yes No

Save your form.

Save

Reset all the fields.

Reset

Cancel the form.

Cancel

**Step 8: Proposal Objective and Timelines**

#### PROPOSAL OBJECTIVES & WORK PLAN

\* Please indicate overlap of any objective funded by any other funding agency/ (ies). Kindly provide disclosure amendments.

\* Indicate how each objective is exempted for Service Tax, in case exemption is desired.

|  |  |  |  |
| --- | --- | --- | --- |
| **Objective** | **Methodology/Experimental Design Detailed Work Plan** | **Alternate Strategies** | **Process Indicator for Measuring Success** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Fill all the necessary fields.

Save your form.

Save

Reset all the fields.

Reset

Cancel the form.

Cancel

**Step 9: Objective Wise Activities & Timelines**

##### **Objective Wise Activities & Timelines**

##### *Note: Please Select and Remove Unused Rows*

##### **Objective: Test objective 1**

This form appeared you if you filled the previous form “[SPECIFIC PROJECT PLAN AND DELIVERABLES](http://birac.nic.in/user/addobjectivefullmisc_new.php?calid=12&pid=2623&category_id=5&action=edit)”.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Select** | **Activities to be  undertaken by the company to  achieve a particular objective** | **Month of Start of Activity** | **Month of End of Activity** | **Indicators Of Progress** | **Activities to be undertaken by the collaborator to achieve a particular objective** |
|  |  | 0 |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Add More

Remove

|  |  |  |  |
| --- | --- | --- | --- |
| **Please enter 1st Milestone under 2nd Objective :** | | | |
| **S. No** | **Milestone** | **Month of Start of Activity** | **Month of End of Activity** |
| 1. |  | 0 |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Select** | **Activities to be  undertaken by the company to  achieve a particular objective** | **Month of Start of Activity** | **Month of End of Activity** | **Indicators Of Progress** | **Activities to be undertaken by the collaborator to achieve a particular objective** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Remove

Add More

##### **Objective: Test objective 2**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please enter 2nd Milestone under 2nd Objective :** | | | |
| **S. No** | **Milestone** | **Month of Start of Activity** | **Month of End of Activity** |
| 2. |  |  |  |

##### **Objective: Test objective 3**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Select** | **Activities to be  undertaken by the company to  achieve a particular objective** | **Month of Start of Activity** | **Month of End of Activity** | **Indicators Of Progress** | **Activities to be undertaken by the collaborator to achieve a particular objective** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Remove

Add More

|  |  |  |  |
| --- | --- | --- | --- |
| **Please enter 3rd Milestone under 3rd Objective :** | | | |
| **S. No** | **Milestone** | **Month of Start of Activity** | **Month of End of Activity** |
| 3. |  |  |  |

Fill all the necessary fields.

Save

Save your form.

Reset all the fields.

Reset

Cancel

Cancel

Browse

#### Quarterly Timelines/Minimum Work Programme/Milestones for Quantifiable Outputs

#### Step 10 GANTT/PERT Chart

**Upload Chart :**

Cancel

Save

**Step 11: Proposal Milestones**

##### **Proposal Milestones**

Note: - Please Select At least 3 Activities as Monitor able

Milestones for Release of Instalments.

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No** | **Milestones** | **Month of End of Activity** | **Description** |
| \* 1. |  | --NA-- | --NA-- |
| \* 2. |  | --NA-- |  |
| \* 3. |  | --NA-- |  |
| \* 4. |  | --NA-- |  |
| \* 5. |  | --NA-- |  |

Fill all the mandatory details.

Before “Save” the form you have to click “Select/Update Milestone” button.

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel

Cancel your form.

**Step 12: Budget Justification (Available)**

##### **Details of Equipment Available for this Project with Applicant**

##### **Available Equipment Details**

Note: Please select and remove unused rows.

|  |  |  |
| --- | --- | --- |
| **Select** | **Name of Equipment** | **Units** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Add More

Remove

Fill all the mandatory details.

#### Collaborator Name Institutions

#### Details of Equipment Available for this Project with Collaborators(s)

|  |  |  |
| --- | --- | --- |
| **Select** | **Name of Equipment** | **Units** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Fill all the mandatory details.

Add More

Remove

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel

Cancel the form.

**Step 13: Proposed**

##### **Details of Equipment Proposed To Be Acquired Through BIRAC Contribution for Applicant**

##### **Proposed Equipment’s & Accessories Details**

Note: Please select and remove unused rows.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Select** | **Infrastructure/Equipment** | **Capacity** | **Quantity** | **Specific Requirement in the Project** | **Total Estimated Value**  **(Rs. In Lakh)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total \*** | | | | | |

Remove

Add More

|  |
| --- |
| **Accessories to Be Acquired (Rs in Lakh)** |

#### Details of Equipment Proposed To Be Acquired Through BIRAC's Contribution for Applicant

##### **Contribution for Applicant**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Select** | **Infrastructure/Equipment** | **Capacity** | **Quantity** | **Specific Requirement in the Project** | **Total Estimated Value**  **(Rs. In Lakh)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total \*** | | | | | |

Add More

Remove

|  |
| --- |
| **Accessories to Be Acquired (Rs in Lakh)** |

**Details Of Equipment Proposed To Be Acquired Through BIRAC's Contribution For Collaborators(s)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Select** | **Equipment** | **Capacity** | **Quantity** | |  |  | | --- | --- | |  | **Name Of The Collaborators For Whom The Equipment Is Requested** | | **Specific Requirement in the Project** | **Total Estimated Value**  **(Rs. In Lakh)** |
|  |  |  |  | Select |  |  |
|  |  |  |  | Select |  |  |
|  |  |  |  | Select |  |  |
|  |  |  |  | Select |  |  |
|  |  |  |  | Select |  |  |
| **Total \*** | | | | | | |

|  |
| --- |
| **Collaborator Name Accessories To Be Acquired ( Rs in Lakhs)** |
| 0  **Collaborator Name** |

Fill all the necessary fields.

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel

Cancel the form.

**Step 14: Details of Manpower (Available)**

##### **Manpower (Scientific and Technical) Already with Applicant Who Will Work In this Project**

##### **Manpower Details Available**

Note: Please select and remove unused rows.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Select** | **Name** | **Qualification** | **Age (In Years)** | **Full Time/Part Time (Specify hours Per Day)** | **Experience**  **(In Year)** | **Role In The Project** | **Position** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Add More

Remove

#### Collaborator Name (Institutions)

##### **Manpower (Scientific and Technical) Already Available With Collaborators(s) Who Will Work In This Project**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Select** | **Name** | **Qualification** | **Age (In Years)** | **Full Time/Part Time (Specify hours Per Day)** | **Experience**  **(In Year)** | **Role In The Project** | **Position** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Remove

Add More

Fill all the mandatory fields.

If you don’t want to save this form now. You save it next time with modification.

Save

Save as Draft

Save your form.

Reset

Reset all the fields.

Cancel the form

Cancel

**Step 15: Details of Manpower (To be hired)**

##### **Manpower (scientific and technical) to be hired for the project through BIRAC contribution** **for Applicant**

##### **Manpower Details to be hired**

Note: Please select and remove unused rows.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Select | Position | No. of Position | Minimum Qualification | Experience  (In Year) | Age Limit, if any (In Years) | Duration For Which To be hired (in Years) | Role in the Project | Proposed Annual Salary (Rs. In Lakh) | Total Cost |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

Remove

Add More

Fill all the mandatory fields.

##### **Manpower (scientific and technical) to be hired for the project through BIRAC contribution** **for Applicant**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Select | Position | No. of Position | Minimum Qualification | Experience  (In Year) | Age Limit, if any (In Years) | Duration For Which To be hired (in Years) | Role in the Project | Proposed Annual Salary (Rs. In Lakh) | Total Cost |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

##### **Manpower (scientific and technical) to be hired for the project through BIRAC Contribution for Collaborators**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Select | Position | No. of Position | Collaborators Where Manpower Is To Be Positioned | Minimum Qualification | Experience  (In Year) | Age Limit, if any (In Years) | Duration For Which To be hired (in Years) | Role in the Project | Proposed Annual Salary (Rs. In Lakh) | Total Cost |
|  |  |  | Select |  |  |  |  |  |  |  |
|  |  |  | Select |  |  |  |  |  |  |  |
|  |  |  | Select |  |  |  |  |  |  |  |
|  |  |  | Select |  |  |  |  |  |  |  |
|  |  |  | Select |  |  |  |  |  |  |  |

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel

Cancel the form

**Step 16:Consumable Details**

**Through Applicant / BIRAC Contribution for Applicant**

##### **Consumable Details**

Note: Please select and remove unused rows.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Select | Items | Quantity | Units (e.g. g/ml etc.) | Approximate Cost (Rs. In Lakhs) | Justification for the Requirement |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Remove

Add More

0.00

**Total Amount Required For Consumable**

#### Through BIRAC Contribution For Collaborators(s)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Select | Items | Quantity | Units (e.g. g/ml etc.) | Approximate Cost (Rs. In Lakhs) | Justification for the Requirement | Collaborators |
|  |  |  |  |  |  | Select |
|  |  |  |  |  |  | Select |
|  |  |  |  |  |  | Select |
|  |  |  |  |  |  | Select |
|  |  |  |  |  | Add More | Select |

Fill all the mandatory fields.

Remove

0.00

**Total Amount Required For Consumable**

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel the form.

Cancel

**Step 17: Justification for Other Recurring Heads**

**Through Applicant / BIRAC Contribution for Applicant**

##### **Justification for Other Recurring Heads**

|  |  |  |  |
| --- | --- | --- | --- |
| **Travel Cost (Rs. In Lakh)** | **Travel Justification** | **Contingency Cost**  **(Rs. In Lakhs)** | **Contingency Justification** |
|  |  |  |  |

#### Through BIRAC Contribution For Collaborators(s)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Collaborators(s)** | **Travel Cost**  **(Rs. In Lakh)** | **Travel Justification** | **Contingency Cost**  **(Rs. In Lakhs)** | **Contingency Justification** |
| Name of the Collaborators |  |  |  |  |

Fill all the mandatory fields.

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel

Cancel the form.

**Step 18: Details on Work to be outsourced**

##### **Details on Work to be outsourced**

Note: Please select and remove unused rows.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Select | Work Proposed To Be Outsourced | Name of the Institute/Organization to Whom it is Proposed to be Outsourced | Whether The Applicant has Already Signed any Contract With this Institution/Organization | Estimated Cost Involved In (Rs. In Lakhs) |
|  |  |  |  |  |

**Total**

0.00

Remove

Add More

% of Contribution By The Applicant of the above Total Cost: %

0.00

Contribution By the Applicant:

0.00

Support Requested from BIRAC:

Fill all the mandatory fields.

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel

Cancel the form.

**Step 19: Other Financial Details**

##### **Other Financial Details**

1. **Expected Source For the Proposal Contribution of the Company/Companies During Project Duration.**
2. **Details of the Investment Made by The Company/Companies in the Project So Far, If Any**
3. **Details of the Other Sources of Funding Received/Requested/Committed For the Proposed Study. Please Include Government, Private, International Any Other Source**
4. **Funding Received So Far/Approved By Any Of The Government Agencies To The Applicant To Carry Out Any Other Activity During The Last Five Years(Give Details Like Project Title, Amount Received/Approved, Funding Agency And Status Of The Project)**

If you don’t want to save this form now. You save it next time with modification.

Save as Draft

Save

Save your form.

Reset

Reset all the fields.

Cancel

Cancel the form.

**Step 19: Budget Details**

##### **Name of the Applicant: Test Applicant**

##### **Non Recurring Cost (Rs. In Lakhs)**

#### Details Of The Proposed Budget

The below values are automatically calculated and filled in fields.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Equipment**  **(A)** | **Accessories**  **(B)** | **Total (A+B)** | **Contribution by Applicant (Rs in. Lakhs)** | **Total Support Requested From BIRAC (Rs in. Lakhs)** |
| 0.00 | 0.00 | 3.00 | 3.00 | 3.00 |
| **BIRAC contribution in the form of** | | | Percentage | Amount  (Rs. In Lakhs) |
| **Grant-In-Aid** | | | 100 | 3.00 |

##### **Non Recurring Cost (Rs. In Lakhs)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Manpower (A)** | **Consumables (B)** | **Travel (C)** | **Contingency (D)** | **Outsourcing**  **(E)** | **Total**  **(A+B+C+D+E)** | **Contribution By Applicant (Rs in. Lakhs)** | **Total Support Requested From BIRAC (Rs in. Lakhs**) |
| 8.00 | 1.00 | 1.00 | 1.00 | 0.00 | 1.30 | 1.30 | 3.00 |
| **BIRAC Contribution In The Form Of** | | | | | | **Percentage** | **Amount (Rs. In Lakh)** |
| **Grant-In-Aid** | | | | | | 100.00 | 1.00 |

You just need to review the calculation and save the form.

Save

Save your form.

Cancel the form.

Cancel

#### Step 20: BUDGET DETAILS OF THE COLLABORATOR

##### **Collaborator Name: ABC Collaborator Type -Institutions**

#### Non Recurring Cost (Rs in Lakhs)

|  |  |  |  |
| --- | --- | --- | --- |
| **Equipment**  **(A)** | **Accessories**  **(B)** | **Total**  **(A+B)** | **Total Support requested from BIRAC**  **(Rs in. Lakhs))** |
| 0.00 | 0.00 | 0.00 | 0.00 |

#### B. Recurring Cost (RS in Lakhs)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Manpower**  **(A)** | **Consumables (B)** | **Travel** | **Contingency** | **Total (A+B+C+D)** | **Total Support requested from BIRAC**  **(Rs in. Lakhs))** |
| 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

You just need to review the calculation and save the form.

Save

Save your form.

Cancel the form.

Cancel

**Step 21:Budget Summary**

##### Name of Company

##### **Budget Summary**

**Contribution by Applicant and Collaborators**

0.00

Applicant

Sub Total (A):

0.00

|  |  |  |  |
| --- | --- | --- | --- |
| **Support Requested From BIRAC :** | | **Grant in Aid** | **Loan** |
| **Applicant** | 0.00 | 0.00 | 0.00 |
| **Collaborators Name** | 0.00 | 0.00 | -N.A- |
| **Sub Total (B):** | 0.00 | 0.00 | -N.A- |
| **Total Project Cost (A+B)** | | | 0.00 |

You just need to review the calculation and verify the form.

Verify

Verify your form.

Cancel the form.

Cancel

**Step 22:**  [**DECLARATION DOCUMENT**](http://birac.nic.in/user/document_final_new.php?calid=61&pid=4295&action=edit)

#### DECLARATION

Browse

**\* Please Upload the Declaration Document :**

Please upload only pdf files

Save

Save your form.

Cancel the form.

Cancel

**Step 23: Final Submission**

#### Final Submit

\* Review all your forms whom status is “DONE” after review click on “Final Submit” Button.

\* Make sure all the forms has status “DONE”, before you click on “Final Submit” Button.