Annex 1: Templates for Administrative & Financial Considerations

**Indian participant MUST submit detailed financial to MoES only.**

**Application form, according to the format hereunder:**

**Budget format**

**Name of the Investigator:**

**Name of the Institution:**

**Type of Organisation:**

**(amount in Rs.)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Head** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Total** |
| A. Non-recurring |  |  |  |  |  |
| 1. Equipment |  |  |  |  |  |
| Total A |  |  |  |  |  |
| B. Recurring |  |  |  |  |  |
| 1. Consumables |  |  |  |  |  |
| 2. Manpower JRF, SRF, RA, TA |  |  |  |  |  |
| 3. Travel  a. Domestic (including field work)  b. International travel  c. Local hospitality for visiting scientist. |  |  |  |  |  |
| 4. Training and Awareness |  |  |  |  |  |
| 5. Contingency |  |  |  |  |  |
| 6. Other expenses (Specify) |  |  |  |  |  |
| 7. Indirect cost (Overheads) – as per MoES norms |  |  |  |  |  |
| TOTAL B (1+2+3+4+5+6+7) |  |  |  |  |  |
| TOTAL (A+B) |  |  |  |  |  |

**Important notice:**

* This budget table should be made for each Indian participating/applicant partner.
* In case of projects longer than 3 years, information should be provided by Year 4; Year 5 as appropriate.
* Details and Justification should be provided for each head.
* For equipment head, provide the following additional information:
  + Detailed specifications of the equipment proposed,
  + Details of such equipment, if any, in the Institute and the need for additional facility,
  + Cost estimate (notional quotations)
  + For major equipment, please indicate as to how the instrument will be maintained after the project completion.