

## ANNEXURE – 2

### GUIDING FORMAT FOR RESEARCH PROPOSAL SEEKING FINANCIAL SUPPORT FROM STEEL DEVELOPMENT FUND/ PLAN FUND OF MINISTRY OF STEEL

#### 1. General:

- a) Name and address of the industrial firm including telephone, email, fax nos. (Give address of the registered office, head office and local office in Delhi, if any)
- b) Brief history of the industrial firm including products being made, capacities, related collaborations, achievements, capabilities, etc. (latest annual report and company brochure may be given)
- c) Is the Research Laboratory recognized by DSIR?
- d) Details of the manpower available (give separate details of Executive and Collaborating agencies, if any)
  - (i) Number of Scientists/Technologists
  - (ii) Number of other staff in R&D Unit

2. Enclose **Summary Sheet** (not more than 2 pages) covering title, objective, sources of budget, duration, linkages with industry etc.

3. **Research proposal details:** (Details specific to the proposal may be furnished)

#### (a) Title of the proposal

#### (b) Details of the proposal including:

- i) Objectives of the research.
- ii) Salient features of existing technology/manufacturing problems and technological gaps
- iii) Details of new or improved technology to be developed
- iv) If up gradation of technology towards process development is envisaged, please indicate likely benefits in terms of either
  - Reduction in Energy consumption
  - Reduction in specific raw material consumption
  - Improvement in productivity
  - Reduction in emissions and control of pollution
  - Increase in waste utilisation
- v) Status of work done in national/international area
- vi) Details of IPR/Patents held
- vii) Status of research/development by the firm or at the collaborating research laboratory, if any, their scope of work and role in the present project.
- viii) Application areas.
- ix) Action plan for implementation of the proposed project including literature survey, patent search, lab-work, pilot plant/prototype development, design and engineering, field trials and pre-production activities etc.

- x) Consultancy arrangements etc. if any, with other consulting engineering organisations/ national laboratories and institutions and assistance from research laboratories/ institutions etc.

**(c) Techno-economic Assessment :**

- i) Please give a comparison of technical parameters and detail of the technology (both in product/process) which is proposed to be implemented as a result of the project, vis-à-vis the international technological trends, in this area.
- ii) Please indicate if a market survey has been undertaken covering demand profile over next 5 years, likely markets/applications domestically and abroad, competing products, reasonable prices, etc. If so, please give highlights of the survey or enclose a copy of the same. If no such survey has been undertaken, please indicate the above details quoting sources.

**4. For R&D Labs/Academic Institutions** - Has the project been tied up with a User Industry? If yes, the extent of commitment by industry for making equipments available for trials, manpower and marketing (in case of new products) and financial contribution (if any). This may preferably be backed by a letter from user industry.

**5a)** Has this proposal been submitted to any other funding agency in the last 3 years (like DST, TIFAC, DSIR or some financial institution): If so, what was the outcome and any decision/recommendations or the concerned funding agency:  
or

**5b)** Is it presently under consideration by any other agency?

**6. Financial Outlay and Time Schedule;**

**i) Financial Outlay**

S.No	Heads	Share in total cost of the project				
		Total cost of the Project	Industry	Collaborating Agency	Any other Assistance	Government Assistance required
		(1)	(2)	(3)	(4)	(5)
A	<b>Capital Equipment</b> <ul style="list-style-type: none"> <li>• For infrastructural facilities</li> <li>• Testing Equipment</li> </ul>					
B	<b>Pilot Plant/Prototypes</b>					

B(i)	Pilot Plant Equipment (in process industries) or components and sub assemblies for building prototypes (in Engg. Industries) - Indigenous - Imported					
B(ii)	Tools, Jigs, Fixtures, Dies required for prototypes/pilot plant					
B(iii)	Consumables used for prototype or pilot plant -Indigenous -Imported					
C	Cost of testing and trials of prototype or pilot plant					
D	Work subcontracted outside					
E	R&D/Engineering consultancy for prototype/pilot plant/ trials and testing, if any -Indian -Foreign					
F	Manpower Cost					
G	Travel Cost					
H	Overhead expenses					
I	Any other costs					
	<b>Total</b>					

**Note :**

- a) Detailed break-up and justifications for all the above should be given in annexures.
- b) In case collaborating agency(ies) is/are involved, the resource allocation against each of above items should show a break-up of outlay at both executing agency and collaborating agency(ies), as well as respective totals.
- c) Provide Phasing of expenditure on a three monthly (Quarterly) basis.

**ii) Time Schedule**

- Provide Activity sequence and time schedule for each activity (bar chart)
- Stages of activities in the project

S.No	Activity	Time in months from commencement of period		Agency
		Start	Finish	
a	Literature Survey & Patent Search			
b	Design and Engineering			
c	Procurement and installation of pilot plant/ test equipment etc.			
d	Testing, performance/field trials			

e	Modifications and scaling up, if required			
f	Final report			

7. **Bio-data of the Project Coordinators** and other personal/experts with Contact details including: Telephone no., Mobile No., emails etc.

8. **Please indicate steps proposed:**

- (a) to ensure timely completion of the project such as setting up of a project execution group, internal monitoring groups etc.
- (b) for technology demonstration and commercialization of the project

**(Signature of the Project Investigators)**

**(Signature of the Head of the Institutions)**

**Note :**

- (a) **The above format is only for guidance and individual project proposals may be prepared flexibly taking the points into account.**
- (b) The project proposal should be submitted in 8 copies (alongwith soft copy on CD/ Email).
- (c) Latest Annual Report/ Balance Sheet of the company may be enclosed.
- (d) In case of joint proposals with other agencies, the proposals should be jointly forwarded by executing agencies and collaborating agencies duly signed by the Head of the respective organisations.