Format for Application for ***Ad-hoc*** Research Projects
and
Guidelines for Operation of Extramural Projects

Indian Council of Medical Research
V. Ramalingaswami Bhawan, Ansari Nagar, P.Box No. 4911
New Delhi – 110029

Tel. : 26588895, 26588980, 26589794, 26589336
GRAM :SCIENTIFIC
FAX :011-26588662
Email: headquarters@icmr.org.in
icmrhqds@sansad.nic.in

INDIAN COUNCIL OF MEDICAL RESEARCH

V. Ramalingawami Bhawan, Ansari Nagar, Post Box Bo. 4911
New Delhi - 110029

APPLICATION FOR GRANT-IN-AID OF AD-HOC RESEARCH PROJECT
(Please furnish 30 copies)

Section A
GENERAL

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1. Title of the Research Project
2. Name and Designation of

   i) Principal Investigator & Email
   ii) Co-Investigator(s) & Email
3. Duration of Research Project

   i) Period which may be needed for collecting the data

   ii) Period that may be required for analyzing the data
4. Amount of grant-in-aid asked for (details are to be furnished in Section B)

	1st year	2nd year	3rd year	Total
i. Staff				
ii. Contingencies Recurring Non recurring (equipment) Travel				
iii. Overhead charges				
Total				

5. Institution responsible for the research project

   Name
   Postal address
   Telephone
   e-mail
   Fax No.

6. Institutional ethical clearance and Project approval (Necessary documents indicating institutional ethical clearance must be enclosed for research involving human subjects as also animal experiments).

   Yes_____ No _____

7. Is radio tagged material proposed to be used in the project either for clinical trials or experimental purposes? If so, clearance from Nuclear Medicine Committee, Bhabha Atomic Research Centre, Mumbai, indicating should be attached.

8. Projects involving recombinant DNA/Genetic engineering work should be examined and certificate by the Institutional Biosafety Committee (IBSC) to be enclosed. Guidelines for constitution of IBSC can be obtained from Secretary, Department of Biotechnology, CGO Complex, Lodhi Road, New Delhi-110003.

9. Approval of the institutional ethics committee(IEC) should be enclosed. Guidelines for **IEC** for animal experiments should follow CPCSEA requirements and for human studies should follow ICMR guidelines.

10. The Institution where the study is being done should ensure that there is no financial conflict of interest by the investigators.

DECLARATION AND ATTESTATION

i. I/We have read the terms and conditions for ICMR Research Grant. All necessary Institutional facilities will be provided if the research project is approved for financial assistance.

ii. I/We agree to submit within one month from the date of termination of the project the final report and a list of articles, both expendable and non-expendable, left on the closure of the project.

iii. I/We agree to submit audited statement of accounts duly audited by the auditors as stipulated by the ICMR.

iv. It is certified that the equipment(s) is/are not available in the Institute/Department or these are available but cannot be spared for the project

v. It is further certified that the equipment(s) required for the project have not been purchased from the funds provided by ICMR for another project(s) in the Institute.

vi. I/We agree to submit (online) all the raw data (along with descriptions) generated from the project to the ICMR Data Repository within one month from the date of completion /termination of the project.

If any equipment already exists with the Department/Institute, the investigator should justify purchase of the another equipment.

Signature of the:

a) Principal Investigator _____

b) Co-Investigator(s) _____

c) Head of the Department _____

Signature of the Head of the Institution with seal

Date:

P.S. ICMR should be reminded if no acknowledgement is received within one month from the date of sending the application.

Section - B
DETAILS OF THE RESEARCH PROJECT

Adequate information must be furnished in a brief but self-contained manner to enable the Council to assess the project.

1. Title of the project.

2. Objectives

3. Summary of the proposed research (up to 150 words) indicating overall aims of the research and importance of the research proposal. Application of the work in the context of national priorities of medical research, if any, may also be mentioned.

4. Present knowledge and relevant bibliography including full titles of articles relating to the project.

5. Preliminary work already done by the Investigator on this problem, e.g. selection of subjects, standardisation of methods, with results, if any.

6. Links with other ICMR projects (ad-hoc, task force or collaborative).

7. List of important publications of last 5 years of the all the investigators in the relevant fields (enclose reprints, if available

8. Detailed research plan. (give here the design of study, indicating the total number of cases/samples/animals to be studied, the mode of selection of subjects specially in experiments involving human beings, equipments and other materials to be used, methodology/techniques to be employed for evaluating the results including statistical methods any potential to obtain patents etc.)

9. Facilities in terms of equipment, etc, available at the sponsoring institution for the proposed investigation.

10. Budget requirements (with detailed break-up and full justification):
    - (i) Staff
    - (ii) Contingencies
        - Recurring
        - Non-recurring (equipment)
        - Travel
    - (iii) Overhead charges