

# Programmes of KSCSTE and Funding Prospects

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## **KERALA STATE COUNCIL FOR SCIENCE, TECHNOLOGY & ENVIRONMENT**

- An autonomous body to encourage and promote Science and Technology related activities in the Kerala State

### **Main functions of the State Council :**

- \* Plan, formulate and implement Science and Technology Promotion and other related research and development programmes.
- \* Provide overall guidance to the programmes and the developments of R&D centres of the Council.
- \* Withdraw and disburse the grant-in-aid funds from the Government and sponsoring agencies to R&D Centres and other grant-in-aid institutions.

# Programmes of KSCSTE

Coastal Zone Management

**Ecology and Environment**

Env Pollution Monitoring

**Engg Technology Programs**

Post Doctoral Fellowship

Fellowships

Patent Information Center

Rural Technology Programs

SARD

**Science Research Scheme**

Science Popularisation

Seminar/Symposia/Workshop

SPYTiS (1 & 2)

Sastraposhini

Student Project

Programmes for Women in Science:

**Back to Lab (Research Fellowship)**

Awareness programmes

STARS - for students

VSORT – for isolated & confined women

BIOTECHNOLOGY (BT)

Kerala Biotechnology Board

Kerala Biotech Commission

Biotech Training&Workshop

BIRD

IBRS

YIPB

PDF in Biotechnology

ENVIRONMENT

SOE,NGC,ENVIS Centre

IMPORTANT DAYS

National Science Day

National Technology Day

World Environment Day

International Women's Day

AWARDS

Vasudev Award

Science Literature Awards

Young Scientist Awards

Young Scientist Award

Kerala Science Congress

- Best paper award

## SCIENCE RESEARCH SCHEME- [SRS] :

- ✓ In tune with the Science and Engineering Research Council (SERC) programme of Department of Science and Technology, Govt. of India
- ✓ Provides financial assistance in the form of grants for promoting R&D activities in the State both in fundamental and applied sciences.
- ✓ Scientists and Technologists working in Kerala in projects with particular relevance to the State of Kerala in the economic and industrial development are eligible to apply.
- ✓ Grants cover expenditure on acquisition of equipment, laboratory supplies, cost of books and periodicals, publication of research papers, cost on internal travels including participation in scientific conferences/symposia or for any other specific purpose.

## Processing of proposals

- Submit 15 copies of project proposal endorsed & forwarded by the Head of the Institution, to KSCSTE, along with soft copy
- Acknowledged with a reference number- communicating to the applicant
- Sending the proposal to referees for evaluation. ( proposals not in order are returned to the PI for compliance)
- Comments from referees response from PI project proposals placed in the respective Advisory Committee for decision. (*Normally these committees meet twice a Year. However, the project proposals are received any time of the year to facilitate smooth processing.*)
- The Maximum grant for a project -Rs 15 lakhs for three years (excluding overheads.) (*the host institution will be eligible for an overhead @ 10% of total expenditure subject to a ceiling of Rs. 1 lakh.*)

## Budget – Main heads

- i. Man Power**
- ii Consumables**
- iii. Travel**
- iv. Contingencies**
- v. Equipment**
- vi. Overheads @ 10% of total expenditure -subject to a ceiling of Rs. one lakh.**

# Sanction order

- i) **Issue of formal sanction order to the P.I on approval of the project.**
  - **The total cost of the project is finalised based on the latest quotation(s) of equipment(s) approved under the project and other relevant documents related to manpower, contingencies etc. submitted by the Investigator.**
  - **The first sanction order provides the detailed breakup of funds allocated under the different heads like Equipment, Manpower, Travel, Consumables, Contingencies etc.**
  
- ii) **Copies of the sanction order with the terms and conditions annexed to it are sent to the Principal Investigator (PI) and the Head of the Institute (Registrar/ Director/ Comptroller etc.). The terms and conditions has to be sent back to the Council duly signed by P.I and countersigned by Head of the Institution within 15 days of its receipt.**

**iii. Any correspondence with the KSCSTE regarding the project should invariably quote the reference number and date and should be addressed to the concerned official.**

**iv) After issue of the Council order, administration will take steps to effect the payment of the grant. A copy of the letter issuing the cheque will be sent to the PI and all concerned .**

**v) All formats are available in our website for reference. Documents in other formats will not be accepted.**



## **Date of commencement of project & its duration**

**i) The duration of the project is normally for 3 years and this is specified in the first sanction order.**

**ii) The project becomes operative with effect from the date of sanction order or receipt of the Draft/ Cheque by the implementing Institution. This date should be intimated by the Institution authorities/ Principal Investigator to the Council within one month. It will, in no case be later than one month after the receipt of the draft/ cheque by the Institute.**

## **GENERAL GUIDELINES - for Principal Investigator & Co-Investigator (s) and the Implementing Institution**

**i) The Principal Investigator (PI) - primary responsibility in the implementation of the project. A minimum of one co-investigator is essential for implementing the project.**

**ii. The project team consists of the PI, Co-Investigator(s) and the project staff appointed as per the sanction order. It is necessary to ensure that the project is carried out by the project team in a cohesive manner. Periodic meetings of the team are essential for this purpose.**

**ii) In case of PIs who would be superannuating during the duration of the project, association of an "in service" Co-Investigator should be ensured. In such cases, the Institute authorities should inform to the Council, well in advance, about their "no objection" for providing the infrastructural facilities to the new investigator for implementation of the project after his/her superannuation.**

**iii. No continuous leave granted during the term of the project**

**iv) In case of shifting of institutions, transfer of project possible with the mutual consent of both the institutions and the Council. (*request need to be submitted well in advance along with institutional 'No Objection' certificates and Endorsement Certificate from the new Institution*)**

**v) Co-Pi to lead the project in case of unavoidable leave be PI, subject to the approval of both PI, Co-PI, Head of the Institute and KSCSTE.**

*(Such a request should be sent at least 4-6 months in advance along with a detailed bio-data of the Co-Investigator.)*

- vi. The implementing institution has an important role to play and in consultation with this Council should take steps to ensure successful completion of the project.**
  
- vii) The implementing Institute should provide full infrastructural facilities such as accommodation, water, electricity, library, communication facilities etc. for smooth implementation of the project.**
  
- viii) Normally only one project will be sanctioned to a Scientist at a time by the Council.**

## **Project Staff**

- i) Research personnel appointed under the project on temporary basis will be governed by the administrative rules/ service conditions of the implementing Institute.**
- ii) No reference on these issues should be made to the Council.**
- iii) The Council will have no liability, whatsoever, for the project staff after completion of the project duration.**
  
- iv) Scale and emoluments for the posts not covered under this order are governed by norms prevalent in the implementing Institution or as may be decided by this Council.**

## Release of grants in yearly installment & financial management

- i) The grants released on yearly basis ( considering progress of work & expenditure)
- ii) The first sanction order indicates the budgetary allocation for the duration of the project under various heads like Equipment, Manpower, Travel, Consumable, Contingency etc.
- iii) **The first installment of grant -released along with the first sanction order.** ( consists of the entire grant for the 'Equipment' and part of recurring grant including 'Overheads' for the first year of the project.)
- iv) **Reallocation – normally not allow. In genuine cases, re-appropriation is permitted with prior approval of the Council.**

- **Early purchase of Equipment sanctioned in the project –will avoid cost escalation.** (The PI and the implementing Institute should complete all formalities in advance for placing the order.)
- **Annual progress report (3 copies) will be submitted as on completion of each project year.**
- **No gap allowed in project period. The project has to begin on sanctioning and end on tenure of the approved project duration.**
- **Extension of the duration of the project – generally not granted.**  
( Extension is allowed for genuine reasons provided, prior approval is obtained from the Council for project extension ( request for the same should reach at least 6 months prior to completion of the project duration

- **The institution should maintain separate audited accounts for the project.**
  - The recipient institution shall forward an audited utilization certificate and statement of expenditure(UC & SE) signed by PI and countersigned by the HOI to the effect that the grant has been utilized for the research works for which it was granted.
  - UC & SE shall be furnished on a project year basis, not later than 3 months from the completion of the project year
- **The subsequent installment of grant would be released annually on the basis of expenditure incurred in the previous project year and expected expenditure in that year.***(money for the subsequent years will be released after deducting the unspent amount. )*



- **Request for release of the next installment should be accompanied by :**
  - a) **Audited Utilization Certificate and Statement of Expenditure for the previous project year (in original or copy if sent earlier)**
  - b) **Latest authenticated Statement of Expenditure including Committed Expenditure and interest accrued if any.**
  - c) **Technical Annual Progress Report, if not sent earlier.**
  
- **The request for release of grants should reach the Council at least 30 days in advance.**
  
- **The unutilized portion of the grant amount at the end of the project period, shall be refunded to Council by DD in favour of Member Secretary, KSCSTE**

- **The implementing institute will maintain separate bank account and it should be reported to Council and the interest accrued should be reflected in the Statement of Expenditure.**
- **In case the Institute is not able to implement the project, it should refund the entire grant to the Council or the balance grant at the earliest – *(no diverting of funds or transfer of project to other institutions allowed)*.**
- **Asset Register (audited record) to be maintained for permanent, semi-permanent or infrastructural assets acquired solely from the project grants. *(List of assets acquired from the grant need to be sent to Council)*.**
- **Normally no grant sanctioned for construction of buildings**
- **All the assets acquired from the grant will be the property of KSCSTE.**

## **Progress evaluation and Monitoring**

- i) The PI through the implementing Institute will furnish to this Council 3 copies of the Annual Technical Progress report of the work carried out on the project on an annual basis.**
  
- ii) This Council also organises Group Monitoring Workshops (GMW) meetings wherein the PIs/ Co-PIs/ research staff are invited to present the technical progress of their project. – *facilitates midterm evaluation and utilization of funds as subsequent release of grant would be based on the reviewing and monitoring committees recommendations.***

**On completion of the project, the PI through the Institute should send the following documents to this Council to enable us to settlement of the account:**

- i. 5 copies of the Project Completion Report in the prescribed format.**
- ii. One page abstract highlighting the outcome.**
- iii. Soft copy of project completion report and abstract.**
- iv Consolidated audited statement of expenditure and utilization certificate.**
- v Asset transfer certificate in the prescribed format.**
- vi DD/ cheque for any unspent amount drawn in favour of Member Secretary, KSCSTE,  
Sasthrabhavan payable at Thiruvananthapuram.**
- vii Reprints/copies of papers/patents/articles etc.**

*Completion reports are subjected to evaluation and grading.*

## Guidelines for publication of results

- i) Investigators wishing to publish technical/ scientific papers based on the research work done under the project, should acknowledge the assistance received from the Council.**
- ii) The Investigator(s) should not enter into collaboration with a foreign party (individual/ industry) without prior approval of the Council.**
- iii) Investigators are also requested to patent/publish the outcome of the project work in leading Journals.**
- iv) If the results of research are to be legally protected, the results should not be published without action being taken to secure legal protection for the research results.**

# Women Scientists Division

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The **Women Scientists Division** of KSCSTE –

- Implements programmes and projects to promote women in science and technology in the State of Kerala.
- Aims to strengthen contacts and collaboration among women scientists in the country in general and the State in particular.
- Promotes the understanding and inclusion of the gender dimension in science and research.

# PROGRAMMES OF WSD

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**BACK TO LAB' programme** - Offers Post Doctoral/ Research Fellowship for Women Researchers who had break in their career to come back to mainstream research

•**Awareness programme** - on Technological Advances in Transforming Women's lives.

•**STARS Programme-** (*Students with Talent and Aptitude for Research in Science*) A programme to encourage students to pursue higher education in Basic or Applied Science through the following Schemes.

**SPEED-**(*Student Programme for Excellence in Experimental Design*)- A scheme aimed at providing research exposure to students through orientations programmes in R&D institutions in the State

**KSCSTE PRATIBHA SCHOLARSHIP SCHEME** – 'A scheme for identifying and nurturing talents in S&T' –for students pursuing higher studies in Science

## BACK TO LAB' programme

- -Provides Post Doctoral/ Research Fellowship for Science qualified women who had to break their career in between due to family commitments, but wish to return to main stream science, and work as scientists.
- The programme offers Post Doctoral or Research Fellowship to aspiring unemployed women for utilizing their talent in Basic/Applied research. The scheme is open to Indian women scientists of Kerala origin who intend to work in any research/academic institution in Kerala.
- There should be minimum period of one year break in their career, necessitated essentially due to family commitments or other valid reasons applicable to women.

### Age limit

50 years (as on the last date of receipt of application, as notified by KSCSTE)

**Fellowship:** Fellowship payable to the woman scientist is Rs. 15,000/- per month in the first year, with an additional amount of Rs. 1000/- during subsequent years, subject to a maximum period of 3 years.



## [BACK TO LAB' programme](#)

### EDUCATIONAL QUALIFICATION

#### I. BASIC/APPLIED SCIENCE

Post-Doctoral Fellowship - Ph.D in Basic/Applied Science

OR

Research Fellowship - MSc. with Minimum 2 years of Research experience in any of the reputed R&D centres or academic institutions

#### Conditions:

The Fellowship will be awarded subject to the condition that they have secured admission in any of the recognised universities in Kerala for Ph.D. programme.

ii. The fund will be released only on submission of proof of registration.

The grant has to be availed within one year from the date of sanction.

## **PROFESSIONAL COURSES**

**Post-Doctoral Fellowship** - Ph.D in Professional courses

OR

**Research Fellowship-** Post Graduate Degree in Professional Courses

### **Conditions:**

Basic/Bachelor's Degree should be in a Professional Course in the respective area.

Candidates who are already registered for Ph.D. in any of the Academic or R&D institutions in Kerala, will be given preference.

Post Graduate Research Fellows selected under the programme are encouraged to register for PhD in any of the Academic or R&D institutions in Kerala, where, the Mentor can also serve as the Guide.

**For your special attention:**

KSCSTE will soon be launching an

ONLINE DATABASE on

“WOMEN IN SCIENCE IN KERALA”

Register in the Database and form a part of the

**Network of Kerala Women Scientists.**

*Thank You*