Broad guidelines for the Externally Funded Project Proposals

1. Proposal must come through proper channels. The proposer should discuss all the matters related to the proposal (scientific merit of the proposal, infrastructure requirement, man power etc.) in the Group Committee (GC) for suggestions and recommendations.

2. After receiving the recommendations of the GC, the proposal will be reviewed by a committee appointed by the Director.

3. The entire process may not normally take more than eight weeks – four weeks for GC Chairperson’s recommendations and another four weeks for the review and the Director’s approval.

4. The Proposer will be kept informed of the recommendations for any possible revision or for further clarifications.

5. The entire process (advertisement to recruitment) for hiring project personnel will be completed normally within eight weeks.

6. An internal review of the project will be done twice a year.

7. A closing review of the project would be carried out.