

No. 10/MFPI/R&D/2007
Government of India
Ministry of Food Processing Industries
Panchsheel Bhawan, August Kranti Marg
New Delhi.

Dated: 09.01.09

Office Memorandum

Sub: Scheme of Research and Development of Ministry of Food Processing Industries.

The undersigned is directed to convey the approved of the competent authority for the amendment of the "Guidelines for the scheme of Research & Development during 11th Plan period", of the Ministry of Food Processing Industries issued on 3.9.2008

The amendments have been carried out in paras - 5.1, 8.1, 10.1 and 12 of the guidelines and Annexure-F para-9 of the format. The checklists enclosed at Annexure G, H, I & J have been revised as per the amendments.

The table for financial outlay of the project also has been revised in Annexure-A (point B, Sub point 3.1, Annexure-B (Point-7) and Annexure-C (point-4).

The amended guidelines of the scheme are enclosed.

This issue with the concurrence of IFW vide their diary No.740/AS&FA dated 30.12.2008.


(Vinod Kotwal)

Deputy Secretary to the Govt of India

To,

1. Ms Jyotsana Verma Ray, Director (PF-II), department of Expenditure, Ministry of Finance, North Block, New Delhi.
2. Shri Chaman Kumar, Addl Secretary & Financial Advisor, Ministry of Food Processing Industries, Krishi Bhavan, New Delhi.
3. Ms N.Sumiti, CCA, Ministry of Food Processing Industries, Krishi Bhavan, New Delhi.
4. IFW, Ministry of Food Processing Industries, Panchsheel Bhavan, New Delhi-49.
5. All Divisions of Ministry of Food Processing Industries, Panchsheel Bhavan, New Delh-49.

Amendments to the
GUIDELINES
for the Scheme of
RESEARCH & DEVELOPMENT
DURING 11th PLAN PERIOD

5. FUNDING PATTERN

- 5.1. For the Government organizations, grant to the tune of 100% of equipment cost plus cost of consumables and expenditure related to JRF/SRF/RA specific to the project of specified duration for maximum two years. Funds will also be provided towards TA for attending the TSC meeting (one time) and subsequently for the project review presentation (one time) to the Principal Investigator only in the case of approved projects. No assistance will be provided for already existing equipments.

8. PROCEDURE FOR RELEASE OF FUNDS

- 8.1 After fulfillment of all the required criteria by TSC/PAC, i.e. as per Check list-IV Annexure-I, first installment of 50% of total grant approved will be released. However, to meet the expenditure on the purchase of some essential equipments, this limit may be enhanced by the Competent Authority, specifically only for Government organisations. For the release of the first instalment, the applicant University/Institute/Organisation must submit (a) a copy of the quotation for the equipments to be procured in the case of Government organization, (b) a copy of the purchase order alongwith the copies of the quotation & comparative statement in case of private organization. However, the Government organization shall submit the copies of the purchase order alongwith the comparative statement to the Ministry not later than 4 month of release of 1st instalment of Grant-in-aid, (c) Intimate the probable date of the commencement of the project; and (d) Consent of the industrial partner confirming that, the outcome of

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the research will be taken up/purchased and commercialized by that industrial partner.

10. TENURE, PROGRESS REPORT

- 10.1. The tenure of a project would normally be 2 years or less as proposed by the investigator. Techno Scrutiny Committee (TSC) of MFPI will evaluate the progress of schemes to ensure that the funds are effectively utilized for, as per the intended objectives. For this purpose Principle Investigators (PIs) are required to submit to MFPI every six-month a comprehensive progress report as per the standard format, **(at ANNEXURE- B)**. In case of some deserving cases depending upon the satisfactory progress and the recommendation of the TSC the project tenure may be extended to three years on a case-to-case basis.

12. OPERATION OF FUNDS

Financial assistance / grant-in-aid will be released in three installments depending on the need & progress of the project. MFPI will release the first instalment of the grant after acceptance of all relevant TSC conditions, submission of essential documents along with the copy of quotation / Purchase order (wherever required) with the specification for the equipments to be purchased from the funds to be released as 1st instalment by the applicant organisation. The investigator, while claiming second instalment of grant should certify that the expenditure claimed under different heads has actually been incurred and utilized properly during the period for which the payment was claimed and further that the grant has been exclusively utilized for the purpose for which it was sanctioned and a copy of Purchase Order alongwith the delivery schedule for the equipments to be purchased out of 2nd instalment is submitted to MFPI. Ministry will release 3rd instalment i.e. 10% of the approved grant only after ensuring the completion of the project, acceptance of the final report as per the standard format, by the TSC Expert and UC for 2nd instalment.

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Revised Table
for the format of Scheme of
RESEARCH & DEVELOPMENT
DURING 11th PLAN PERIOD

ANNEXURE-A (point-B, sub point 3.1), ANNEXURE-B (point-7) and ANNEXURE-C (point-4)

Financial outlay and time schedule:

Sr. No.	Expenditure Head	Amount (Rs. in lakh)	
		1 st Year	2 nd Year
1	Equipments		
2	JRF/SRF/RA		
3	Consumable		
4	Travel*		
5	Others		
6	Total		

*This is for the project investigator to present the project during the meeting of TSC (one time) and subsequently for the project review presentation (one time).

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Amendments to

the format of Scheme of

RESEARCH & DEVELOPMENT

DURING 11th PLAN PERIOD

TSC STANDARD CONDITIONS

ANNEXURE-F

9. I confirm that the equipments will be procured through competitive bidding directly from manufacturers or their authorized agent(s), (A) For the release of the first instalment, (a) a copy of the quotation (minimum from three sources) for the equipments to be procured in case of Government organization and (b) a copy of the purchase order alongwith the copies of the quotation (minimum from three sources) & comparative statement in case of private organization for the equipments to be purchased out of 1st instalment will be sent to the Ministry. For the Government organization, the copies of the purchase order alongwith the comparative statement will be submitted to the Ministry not later than 4 month of release of 1st instalment of Grants-in-aid. (B) The quotation, detailed specification alongwith the copy of Purchase Order for the equipments to be procured out of Second instalment will be submitted to the Ministry before release of second instalment.
16. TSC approval is subject to scrutiny and approval of the Project Approval Committee, chaired by Secretary (FPI). The eligibility and pattern of assistance is that the Government organizations will be considered for financial assistance to the tune of 100% of equipment cost plus cost of consumables and expenditure related to JRF/SRF/RA, specific to the project of specified duration up to two years only. No assistance will be provided for already existing equipments. Private organizations will be eligible for financial assistance towards the cost of equipments to the tune of 50% in General Areas and 70% in the Difficult Areas. 100% grant will be provided for the Ministry sponsored project to the reputed public funded organization only in cases of cutting edge areas of research leading to development of innovative products, processes and manufacturing practices.

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9/11/09