

No.10/MFPI/ R&D/2007
Government of India
Ministry of Food Processing Industries,
Pansheel Bhavan, August Kranti Marg,
New Delhi-110049

Dated the 28th December,2010.

Office Memorandum

Subject:- Amendment of guidelines of Scheme of Research and Development of Ministry of Food Processing Industries, Government of India.

The undersigned is directed to convey the approval of the Competent Authority for the amendment of the "Guidelines for the Scheme of Research and Development during 11th Plan Period" of the Ministry of Food Processing Industries issued on 3.9.2008 and subsequently amended on 9.1.2009.

The amendments have been carried out in clause –8.1, 8.4 and 8.5 of the guidelines.

The amended guidelines of the scheme are enclosed.

This issues with the concurrence of IFW vide their Diary No1473/IFW/2010, dated 27/12/2010.


(Ms. Vinod Kotwal)
Director

To

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

8. Procedure for release of funds

8.1 Procedure for release of funds for Government organization

After fulfillment of required criteria by TSC/ PAC and as per Checklist III Annexure-I, first installment towards **100% cost of equipments** as approved by PAC, **50% of total cost of JRF/SRF/RA and the consumables cost plus TA (one time)** for attending the TSC meeting in case of approved project will be released. For the release of 1st instalment the University/Institute / Organization must submit: (a) Copy of quotations for the equipments to be procured out of the 1st installment of grant-in-aid (b) probable date of commencement of project; and (c) Consent of the industrial partner confirming that the outcome of the research will be taken up/purchased and commercialized by that industrial partner. **However, the Government Organization shall submit the copies of the purchase order of equipments alongwith the comparative statement to the Ministry not later than 4 months from the release of 1st instalment of Grant-in-aid.**

Procedure for release of 1st instalment in case of Private Organization

After fulfillment of required criteria by TSC/ PAC and as per Checklist III Annexure-I, First installment of **50% of the total grant approved for equipment only will be released.** For the release of 1st installment the Organization must submit: (a) Copy of the quotations along with the copy of the purchase orders for the equipments to be procured out of the 1st installment of grant-in-aid (b) probable date of commencement of project; and (c) Consent of the industrial partner confirming that the outcome of the research will be taken up/purchased and commercialized by that industrial partner.

8.4 Procedure for release of 2nd installment

8.4 (i). Procedure for release of 2nd installment of the cases where 1st installment of funds as grant-in-aid have been released after the amendment of guidelines

For release of 2nd installment after fulfilling the criteria as per check list –IV of Annexure-J including submission of utilization certificate for the 1st installment, the second installment of 40% will be released towards consumables cost plus JRF/SRF/RA after deducting the contribution made by Industrial Partner or unspent balance from the 1st installment grant-in-aid, if any, subject to assessment of progress through progress report, onsite inspection of the project (if required) or certification from Head of institution, if required. TSC, if required, may also ask for presentation on the progress

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of the project. TA for the project review presentation (one time) for the Principal Investigator would also be released as part of the 2nd installment.

(ii). Procedure for release of 2nd installment for cases where 1st installment of funds as grant in –aid have been released before amendment of guidelines for government organization

For release of 2nd installment after fulfilling the criteria as per checklist -IV, Annexure-J including submission of utilization certificate for the 1st installment, second installment of 40% will be released for equipment cost, consumable cost plus JRF/SRF/RA after deducting the contribution made by Industrial Partner or unspent balance from the 1st installment grant-in-aid, if any, subject to assessment of progress through progress report inspection (if required) onsite or certification from Head of institution (if required). TSC, if required, may also ask for presentation on the progress of the project. TA for the project review presentation (one time) for the Principal Investigator would also be released as part of the 2nd installment.

The University/ Institute/ organization must submit the quotations for the equipments alongwith detailed specification for release of 2nd instalment. **However, the Government Organizations shall submit the copies of the purchase order of equipments alongwith the comparative statement to the Ministry not later than 4 months from the release of 2nd instalment of Grant-in-aid.**

iii). Procedure for release of 2nd installment in case of Private Organization

Along with the request for release of Second Instalment (40% of the total grant sanctioned) and fulfilling the criteria as per Check List IV Annexure-J given with the guidelines including submission of utilization certificate for the 1st installment, the applicant Organization must submit the detailed specification alongwith the copy of Purchase Order for the equipments to be procured out of second instalment. The release of second installment will be after deducting the contribution made by the Industrial Partner, if any, and subject to assessment of progress through progress reports, onsite inspection of the project (if required) or certification from Head of institution or SNA, as applicable. TSC, if required, may also ask for a presentation on the progress of the project.

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8.5 Procedure for release of 3rd installment

Procedure for release of 3rd installment in the cases where funds as grant-in-aid have been released after the amendment of guidelines for Government organizations

The Ministry will release 3rd installment i.e. 10% of the approved grant-in-aid towards consumables and JRF/SRF/RA only after ensuring the completion of the project, submission of the final report as per the standard format given as **Annexure-C**, evaluation of the project outcome by the TSC experts through presentation by the P.I. and submission of the utilization certificate for the 2nd installment.

Procedure for release of 3rd installment in the cases where funds as 2nd installment of grant-in-aid have been released after the amendment of guidelines for Government organizations

The Ministry will release 3rd installment i.e. 10% of the approved grant-in-aid towards equipment cost plus consumables and JRF/SRF/RA after ensuring the completion of the project, submission of the final report as per the standard format given as **Annexure-C**, evaluation of the project outcome by the TSC experts through presentation by the P.I. and submission of the utilization certificate for the 2nd installment.

Procedure for release of 3rd installment in the case of Private Organizations

The Ministry will release 3rd installment i.e. 10% of the approved grant-in-aid after ensuring the completion of the project, submission of the final report as per the standard format given as **Annexure-C**, evaluation of the project outcome by the TSC experts through presentation by the P.I. and submission of the utilization certificate for the 2nd installment.

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