

RESEARCH PROJECT UNDER PARB CGS SYSTEM

PROJECT ID NO.-----
(To be given by PARB)

1.	PROJECT TITLE	
2.	PARB THEME UNDER WHICH THIS PROJECT FALLS	
3.	PARB SUB-THEME AND ISSUE UNDER WHICH THIS PROJECT FALLS	
4.	OVEALL PROJECT OBJECTIVE (Mission statement)	
5.	OBJECTIVE OF THE	
	Component-1	
	Component-2	
	Component-3	
6.	<p>a. Host Organization:</p> <ul style="list-style-type: none"> i. Name of the Organization; ii. Name of Head of the Organization iii. Postal address: iv. Telephone: PTCL email <p style="text-align: right;">Signature, Stamp with date and seal</p> <p>b. Host Institute/Division/Section/Department</p> <ul style="list-style-type: none"> i. Name of the Institute; ii. Name of Head of the Institute iii. Postal address: iv. Telephone: PTCL email <p style="text-align: right;">Signature, Stamp with date and seal</p> <p>c. COLLABORATING ORGANIZATION (S)</p> <ul style="list-style-type: none"> i. Name of the Organization; ii. Name of Head of the Organization iii. Postal address: iv. Telephone: PTCL email <p style="text-align: right;">Signature, Stamp with date and seal</p> <p>d. Institute/Division/Section/Department</p> <ul style="list-style-type: none"> i. Name of the Institute; ii. Name of the Head of the Institute iii. Postal address: iv. Telephone: PTCL, <p style="text-align: right;">Signature, Stamp with date and seal</p> <p>Note: Add more if necessary</p>	
7.	PROJECT MANAGER	
	<p>Name:</p> <p>Title:</p>	

	<p>Organization/Institute: Qualification and Relevant Experience (Attach CV): Telephone: PTCL Mobile: Fax: E mail:</p> <p style="text-align: center;">Signature, Stamp with date and seal</p> <p>Name and designation of the Team Scientists from the Host Institute (if any): a. b. c.</p>
8.	<p>COLABBORATING SCIENTIST(S)</p> <p>i. Name of the Team Leader: Designation: Organization/Institute: Qualification and Relevant Experience (Attach CV): Telephone: PTCL Mobile: Email: Fax:</p> <p style="text-align: center;">Signature, Stamp with date and seal</p> <p>ii. Name and designation of the Team Scientists (if any): a.</p>
9.	<p>PROJECT DURATION (in Months):</p>
10	<p>DATE OF COMMENCEMENT:</p>
11	<p>TOTAL PROJECT COST:</p>
12	<p>LOCATION OF THE PROJECT:</p> <p>.</p>
13	<p>BACKGROUND INFORMATION</p> <p>.</p> <p>a) Problem to be addressed</p> <p>b) Relevance of the Project to the problem to be addressed</p>

	<p>c) Benefits of the project</p> <p>i. Economic benefits in quantitative terms</p> <p>a. Yield improvement (total value at current prices)</p> <p>b. Increase in export (total value at current prices)</p> <p>c. Decrease in import (total value at current prices)</p> <p>d. Improvement in input-use efficiency (total value at current prices)</p> <p>e. Reduction in post-harvest losses (total value at current prices)</p> <p>f. Other quantitative benefits (at current prices)</p> <p>g. Economic Internal Rate of Return (EIRR)</p> <p>ii. Social benefits of the Project</p> <p>a. employment generation</p> <p>b. Environmental protection</p> <p>c. Health improvement</p> <p>d. Improvement in food quality</p> <p>e. Others, if any</p> <p>d) Literature review preferably for the last 5 years</p> <p style="padding-left: 40px;">d(i) World level status of research on the subject</p> <p>e) Project related achievements and research in hand, if any</p> <p style="padding-left: 40px;">e(i) Research in hand at the host/collaborating institute on the topic</p>
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14. PROJECT PLAN

A. Scientific/technical methodology (give details):

B. Year wise research plan (Please mention the dates and year of each activity)

C. Main products/ achievements at the completion of the project

D. International travel

i. FOREIGN COLLABORATOR(S)

- a) Name of the scientist:
b) Institute to be visited:
c) Visit Duration with tentative dates:
d) Purpose of each visit

ii. MAIN INSTITUTE

- a) Name of the scientist:
b) Institute to be visited:
c) Visit Duration with tentative dates:
d) Purpose of each visit

iii. COLLABORATING INSTITUTE

- a) Name of the scientist:
b) Institute to be visited:
c) Visit Duration with tentative dates:
d) Purpose of each visit

E. Commercialization and benefits to end-users

- i) Method of transferring results:
- ii) Explain the process starting from development of hybrid/varieties/technologies to adoption by farmers
- iii) Agency/company/consultants involved in adaptation and adoption
- iv) How long will the project technology, information, model, etc. will take to be adopted by at least 30% of the end-users?
- v) What are the requirements of project technologies for adoption and how easily these requirements can be met?

F. Way forward for the material and technologies developed in the project for next three years after completion date of the project

G. Final Report Submission date (within one month after project completion)

Milestones Matrix

Overall Project Objective							
Component -1. Host Institute.....							
Component objective							
	Description	Achievement indicators	Risk involved	Starting date	Completion date	Scientists Involved*	Cost ** (Rs. Millions)
Output-1							
Activity-1							
Activity-2							
Output-2							
Activity-1							
Activity-2							
Output-3							
Activity-1							
Activity-2							
Sub- total (Operational Cost)							

Put * mark on the name of the activity incharge, if more than one scientists are involved.

** The cost does not include salary, equipment, management fee, incentive, and international travel cost.

Component -II. Collaborating Institute.....							
Component objective							
	Description	Achievement indicators	Risk involved	Starting date	Completion date	Scientists Involved*	Cost ** (Rs. Millions)
Output-1							
Activity-1							
Activity-2							
Output-2							
Activity-1							
Activity-2							
Output-3							
Activity-1							
Activity-2							
Sub- total (Operational Cost)							

Put * mark on the name of the activity incharge, if more than one scientists are involved.

** The cost does not include salary, equipment, management fee, incentive, and international travel cost.

15. PROJECT STAFF REQUIREMENTS:

a. Host Institute

Additional staff requirements and their proposed qualifications

Name of post	No. of posts with justification	Proposed qualifications	Experience	Pay Package

b. Collaborating Institute

Additional staff requirements and their proposed qualifications

Name of post	No. of posts with justification	Proposed qualifications	Experience	Pay Package

Note: Add more if necessary

16. SUMMARY OF THE BUDGET

(Give details of costs as annexure)

A. COMBINED BUDGET SUMMARY (Million Rs.)

Item of Expenditure	Research Phase			Demonstration Phase		Total
	Year-1 (202...-202...)	Year-2 (202...-202...)	Year-3 (202...-202...)	Year-4 (202...-202...)	Year-5 (202...-202...)	
A. Salaries						
B. Operating						
C. Equipment						
Sub total (A+B+C)						
D. Overseas Travel						
E. Management Cost (Up to 25% of the A+B+C cost)						
Sub total (D+E)						
F. Incentives for Scientists (5% of the of the A+B+C cost)						
G. Incentive for PM (1% of the of the A+B+C cost)						
Sub-Total (F+G)						
Grand Total						

B. SUMMARY OF THE HOST INSTITUTE BUDGET (Million Rs.)

Item of Expenditure	Research Phase			Demonstration Phase		Total
	Year-1 (202..-202...)	Year-2 (202..-202)	Year-3 (202..-202)	Year-4 (202..-202)	Year-5 (202..-202)	
A. Salaries						
B. Operating						
C. Equipment						
Sub total (A+B+C)						
D. Overseas Travel						
E. Management Cost (Up to 25% of the A+B+C cost)						
Sub total (D+E)						
F. Incentives for Scientists (5% of the of the A+B+C cost)						
G. Incentive for PM (1% of the of the A+B+C cost)						
Sub-Total (F+G)						
Total						

C. SUMMARY OF THE COLLABORATING INSTITUTE BUDGET (Million Rs.)

Item of Expenditure	Research Phase			Demonstration Phase		Total
	Year-1 (202..- 202...)	Year-2 (202..-202)	Year-3 (202..-202)	Year-4 (202..-202)	Year-5 (202..-202)	
A. Salaries						
B. Operating						
C. Equipment						
Sub-total (A+B+C)						
D. Overseas Travel						
E. Management Cost (Up to 25% of the A+B+C cost)						
Subtotal (D+E)						
F. Incentives for Scientists (5% of the of the A+B+C cost)						
G. Incentive for PM (1% of the of the A+B+C cost)						
Sub-Total (F+G)						
Total						

D. BUDGET INSTALMENTS

(In Million Rs.)

Installments	(Half Yearly)			
	Main Institute	Collaborating Institute 1	Collaborating Institute 2	Total
1st				
2nd				
3rd				
4 th				
5 th				
6th				
7th				
8th				
9th				
10th				
Total				

E. SCIENTIST'S INCENTIVE DISTRIBUTION

Sr.No.	Scientist Name with Designation	% of the share				
		Year-1 (202...-202..	Year-2 (202...-202	Year-3 (202...-202	Year-4 (202...-202	Year-5 (202...-202
Component-1						
1						
2						
3						
Add more if needed						
Component-2						
Add more if needed						
Component-3						

CERTIFICATE

It is certified that none of the project activity as mentioned in the milestones is being funded by any other funding agency. In case any of the project activity is funded during the period of project implementation, same will be communicated to PARB and the budget released by the PARB on that account will be refunded.

Project Manager and Team leader(s)

CERTIFICATE

It is certified that none of the project input(s) has any IPR related issue and the PM has the rights to use for commercialization. It is further certified that PARB, host institution and collaborating Institute(s) will have equal and independent IPR rights of any output/ outcome of the project.

Project Manager and Team leader(s)

CERTIFICATE

It is certified that the research in the project is not repetition of any research project ongoing/completed in Pakistan funded by any donor agency (local or international).

Project Manager/Team Leader(s)

Head of the Host/Collaborating Organization

Annexure-I

Budget details of Host Institute.....

Item of Expenditure	Research phase			Demonstration phase		Total
	Year-1 (202..- 202..)	Year-2 (202..- 202)	Year-3 (202..-202)	Year-4 (202..- 202)	Year-5 (202..- 202)	
A. Salaries						
i. Research Associate with number and pay						
ii. Daily wages labour						
iii. Daily wages labour (un-skilled)						
Sub-Total (A)						
B. Operational						
Research Material & Supplies						
Fertilizer						
Irrigation						
Selfing bags/tags/labels etc						
POL						
Travelling Allowance						
Stationery						
Repair of						
Repair of vehicles						
Communication costs (postage/phone/fax/internet)						
Advertisement costs						
Printing costs						
Others (specify)						
Sub-Total (B)						
C. Machinery and						
1						
2						
Sub-Total (C)						
Total (A+B+C)						
D. Overseas Travel						
E. Management Cost (Up to 25% of the A+B+C cost)						
Sub-Total (D+E)						
F. Incentives for Scientists (5% of the A+B+C cost)						
G. Incentive for PM (1% of the A+B+C cost)						
Sub-Total (F+G)						
TOTAL COMPONENT CCOST						

Annexure-II

Budget Detail of Collaborating Institute-1.....						
Item of Expenditure	Research phase			Demonstration phase		Total
	Year-1 (202..- 202..	Year-2 (202..- 202	Year-3 (202..-202	Year-4 (202..- 202	Year-5 (202..- 202	
A. Salaries						
i. Research Associate with number and pay						
ii. Daily wages labour						
iii. Daily wages labour (un-skilled)						
Sub-Total (A)						
B. Operational						
Research Material & Supplies						
Fertilizer						
Irrigation						
Selging bags/tags/labels etc						
POL						
Travelling Allowance						
Stationery						
Repair of						
Repair of vehicles						
Communication costs (postage/phone/fax/internet)						
Advertisement costs						
Printing costs						
Others (specify)						
Sub-Total (B)						
C. Machinery and						
1						
2						
Sub-Total (C)						
Total (A+B+C)						
D. Overseas Travel						
E. Management Cost (Up to 25% of the A+B+C cost)						
Sub-Total (D+E)						
F. Incentives for Scientists (5% of the A+B+C cost)						
G. Incentive for PM (1% of the A+B+C cost)						
Sub-Total (F+G)						
TOTAL COMPONENT CCOST						

Annexure-III

Budget Detail of Collaborating Institute-II.....						
Item of Expenditure	Research phase			Demonstration phase		Total
	Year-1 (202..- 202..)	Year-2 (202..- 202)	Year-3 (202..-202)	Year-4 (202..- 202)	Year-5 (202..- 202)	
A. Salaries						
i. Research Associate with number and pay						
ii. Daily wages labour						
iii. Daily wages labour (un-skilled)						
Sub-Total (A)						
B. Operational						
Research Material & Supplies						
Fertilizer						
Irrigation						
Selling bags/tags/labels etc						
POL						
Travelling Allowance						
Stationery						
Repair of						
Repair of vehicles						
Communication costs (postage/phone/fax/internet)						
Advertisement costs						
Printing costs						
Others (specify)						
Sub-Total (B)						
C. Machinery and						
1						
2						
Sub-Total (C)						
Total (A+B+C)						
D. Overseas Travel						
E. Management Cost (Up to 25% of the A+B+C cost)						
Sub-Total (D+E)						
F. Incentives for Scientists (5% of						
G. Incentive for PM (1% of the A+B+C cost)						
Sub-Total (F+G)						
TOTAL COMPONENT CCOST						

Check List for Project Proposal Document

Sr. No.	Particulars	*		Page Numbers
		Yes	No	
1.	World level status of research related to your project under sr# 13(d)(i)			
2.	Research in hand at your institute / organization on the topic of project research related to your project under sr# 13(e)(i)			
3.	Economic Internal Rate of Return (EIRR) of the project cost has been included in the project document at Sr# 13(c) (i)(g)			
4.	What will be your main products/achievements at the end of this project. at Sr# 14(c)			
5.	Commercialization strategy from Hybrid/varieties/technologies developed to adoption of farmers/stakeholders at Sr # 14(E)			
6.	What will be the way forward for the material and technologies developed for the next three (3) years after the completion of the project. Sr # 14(F)			
7.	All project activities have been divided into 6 month period bases and insert the cost of each activity. (Milestone Matrix)			
8.	<ul style="list-style-type: none"> • Use 12-point font throughout in Times New Roman. • Headings font size 14, Bold • Use one inch margins on all sides of the page. • All text 1.5 spaced. • All pages numbered in the bottom centered. 			
9.	For all components (PM and each Team Leader) following sections are separate and started from new page <ol style="list-style-type: none"> I. Plan of work II. Year wise activity III. Gantt Chart IV. Milestone Matrix 			
10.	Checked the sub-total Budget calculation row wise and column wise and all budget figures are in 3 decimals e.g. Rs. 0.000 million.			
11.	For demanding any machinery and			

	equipment in the project attach certificate (from head of Institute describing that institute / department have no such machinery or equipment)			
12.	Attached specification and quotation for machinery or equipment having cost more than Rs. 50,000/-			
13.	Attached annexure of cost of international travel including visa fees + air ticket + per diem (not more than 7 days). Only one scientist allowed per component subject to sound justification.			
14.	Attached Budget detail/justification as annexure for all heads having budget more than Rs. 1,00,000/- (e.g, POL, TA, Chemicals, Research materials, etc).			
15.	Stationery budget is not more than 35,000 per year			
16.	Attached consent letter of three private industries (that they will produce / manufacture and commercialize the product developed in this project).			
17.	Machinery cost is not more than 20% of total project / component cost of the project.			
18.	Project proposals submitted have been signed and stamped from the head of organization / head of institute of host & collaborators, PM and all TLs. All signatures are original and are not scanned.			
19.	Certificate duly signed by the PM, head of institute, and Organization that research in the project is not repetition of any research project completed in the Pakistan by funding of any donor agency (local or international)			

***Initial in the relevant cell**