

'EFFORT' GRANT

INTRODUCTION:

The need for a strong Science and Technology (S&T) base for pharmaceutical Research and Development (R&D) is well recognized. Research in field of dissolution testing is an essential prerequisite for generating new R&D knowledge and reliable data to ensure drug safety and efficacy. For the application of modern dissolution technologies for Novel Drug Delivery Systems, Electrolab Foundation enabled the placing of proceeds on the import of technology and knowledge into a fund called the fund for '**EFFORT**' Grant (Electrolab Foundation Fellowship for Research and Technology). The foundation awards most grants through call for proposals connected with our areas of focus. The theme for the current year is "***Application of USP apparatus 4 for dissolution studies of Novel Drug Delivery Systems (NDDS)***". We accept the proposals for pioneering ideas and issue awards throughout the year.

VISION:

To promote and support pioneering ideas and innovative solutions to ensure we stay on the cutting edge in our efforts to work in emerging areas of dissolution testing.

MISSION:

To plan, support and co-ordinate research projects for enhancing the understanding of Flow-Through Cell Dissolution Apparatus (USP apparatus 4), method development and its applications. The foundation expects its researchers to publish the output of this research in peer-reviewed journals. The foundation considers that providing access to these results is the most effective way of ensuring that the outcome of the research it funds can be accessed, read and used as the basis for further research.

This document provides guidance for preparation and submission of project proposals for support under the 'EFFORT' grant.

1. WHAT THE FOUNDATION DOES:

The foundation provides funds to academic institutions and certified R&D agencies/labs, attempting innovative research and technology in the field of pharmaceutical sciences.

2. ELIGIBLE ORGANIZATIONS:

Academic sector (Post-graduate students, professors, scientists and technologists), national labs and certified R&D institutions/agencies are eligible to seek funds from the foundation to carry out innovative research on USP apparatus 4, method development and its applications.

3. WHAT TYPE OF PROJECTS CAN BE FUNDED:

The type of projects includes:

- Development of new product, method or application through USP apparatus 4.
- Significant improvement/modification in the existing product, method or application.
- Development and modification in design of accessories of USP apparatus 4, necessary to satisfy the requirements of the product.
- Adaptation/modification to product or method which has been imported so as to make it suitable for wider domestic application.
- Comparative studies on USP apparatus 4 and other conventional dissolution techniques.

4. WHAT ACTIVITIES/EXPENDITURES CAN BE FUNDED:

The foundation will provide financial support for the items like hiring charges for equipment usage (USP apparatus 4 and other required instruments), technical assistance, testing and trials of product(s), books and journals, honorarium to investigator(s), research fellow, contingency, chemicals and consumables, expenses on a per diem basis, travel for training, seminars and conferences.

5. TENURE AND IMPLEMENTATION:

Three to six months. The effective date of implementation of the project will be given by the foundation in approval cum-sanction letter.

6. PROCEDURE FOR APPLYING:

- The project proposals for consideration under the 'EFFORT' grant can be submitted anytime throughout the year.
- The investigator(s) must mail the project proposal at effort@electrolabindia.com.
- The duly filled form, certificate and endorsement should also be mailed along with the project proposal.
- Please read the instructions carefully for completing each section of the prescribed format while preparing the proposal.
- The proposal should be prepared and mailed strictly according to the formats prescribed in this document.
- Before submitting the proposal, the concerned institute should get the proposal assessed by their research bodies with a certificate that the proposed research work is in conformity with the 'EFFORT' grant guidelines.

7. PROCEDURE FOR APPROVAL:

The proposals received, duly forwarded by the concerned University/College/ Organization will be assessed by two-tier selection process i.e. screening of eligible applications by an internal committee, followed by final selection through an expert committee. The investigators whose proposals found complete in all respect will be invited to deliver a short presentation over telecom. However, the selection process will be completed within 2 months from the date of application received at the foundation and the result of the selection process will be communicated to the selected investigator(s) via mail and will also be uploaded on the website.

8. EVALUATION CRITERIA:

The final decision will be taken on the basis of recommendations made by the committee and the availability of funds under the grant. Applications will be evaluated for their scientific and financial merits. The evaluation criteria include:

- The innovation, soundness, scientific quality and technological merit.
- Measurable objectives, targets and mile-stones.
- The potential for wide application and the benefits expected.
- The reasonableness of the proposed cost and financing pattern.

- The organizational and commercial capability of the institute(s) involved in the proposed project.
- Track record of the recipient.

9. PROCEDURE FOR RELEASE OF GRANTS:

For the current financial year, a total amount of Rs.10 Lakhs has been allotted for 2 to 3 selected projects under the 'EFFORT' grant. The allocation of fund for the individual project will depend upon the reasonableness of the proposed project and the financing pattern.

The first installment of the grant shall comprise 50 % of the total grant approved by the foundation for the total duration of the project. The grant will be released to the Principal /Registrar/Director of the University/College/Organization. The amount released may be spent according to the approved heads within the approved allocation mentioned in the sanction letter.

After every two months, the investigators will have to mail the duly signed expenditure statement and utilization certificate at effort@electrolabindia.com. On the basis of expenditure statement and utilization certificate, foundation will release 40 % of the outstanding grant as the second installment. Remaining 10 % will be released on receipt of completion documents as final reimbursement.

10. MONITORING AND EVALUATION:

The foundation will invite the fresh proposals every year and selection committee meetings will be organized subsequently. From the date of implementation of the project the foundation will organize Monthly Evaluation Process (MEP) wherein the investigator shall justify the progress of the project before the expert committee over telecom. The foundation would decide the continuance of the project on the recommendations of the expert committee after the MEP. If investigator fails to attend the MEP and if the experts are unsatisfied with the progress of the project, the foundation may discontinue/cancel the project in normal circumstances and entire amount shall be refunded by the investigator to the foundation.

On completion of the project, the investigator should mail the project report and the duly signed expenditure statement and utilization certificate forwarded through the

Principal/Registrar/Director at effort@electrolabindia.com and also deliver a short presentation over telecom.

11. RESEARCH FELLOW:

Research fellow may be appointed with a consolidated fellowship of Rs. 6,000/- p.m. The person to be considered for appointment as research fellow must have bachelor's degree with a minimum of 60 % marks. The candidate to be appointed as research fellow should be interviewed by the expert committee of the University/College for his technical knowledge in the proposed subject. The documents related to the research fellow selection process, duly signed by the expert committee along with the CV of the selected research fellow should be mailed at effort@electrolabindia.com.

12. RENTAL AND LEASING SERVICES OFFERED BY ELECTROLAB FOUNDATION:

To support the research grant, the awardee can seek to utilize the equipment at any lab on a rental basis if they do not possess equipment in their lab. If they choose to utilize the equipment in the Electrolab application lab, it will be made available to them on a subsidized basis. Electrolab shall extend its services to the investigator(s) by offering a Flow-Through Cell Dissolution apparatus on a subsidized rental basis at Electrolab facility along with technical expertise. This service will be offered with financial aspect in line with the available budget.

13. DISSEMINATION OF RESEARCH WORK:

Investigator(s) may publish the data of the proposed project in peer-reviewed journal /conference acknowledging the support received from Electrolab Foundation. Abstract/poster content should be mailed to 'EFFORT' expert committee for review at effort@electrolabindia.com, prior to submission to a peer-reviewed journal/conference.

14. GENERAL TERMS AND CONDITIONS:

- The principal institution implementing the project assumes financial and other administrative responsibilities of the project.
- In case of multi-institutional project the investigator has to obtain formal agreement from the collaborating institutions/scientists.

- International travel is not permissible under the project.
- The research fellow recruited for the project is temporary and should be paid as per the amount allocated under the 'EFFORT' grant.
- The role of the Co-Investigators in the project should be specified.
- After finalization of the selection procedure of the research projects, the names of the selected investigator will be posted on the website and if the name appears, investigator must send their acceptance certificate duly forwarded by the Principal/Registrar/Director of the University/College/Organization immediately, to enable the foundation to send the approval letters.
- Please contact Electrolab Foundation, if the acknowledgement letter mentioning the registration number of the project is not received within one month from the date of dispatch of the proposals.
- Please make sure to quote the registration number/ letter number (given by the Electrolab Foundation) and title of the proposals in all your future correspondence.
- The information should be given under each section, even if it is Nil. No Annexure(s) other than the CV of the investigator(s) should be mailed along with the project proposal.
- Project is not transferable in any case.
- No extension in tenure is permissible under any circumstances.
- If the investigator(s) fails to complete the project, he/she has to refund the entire amount sanctioned with interest.

DOCUMENTS/ ENCSOURE REQUIRED WITH THE PROPOSAL

ITEM	NO. OF COPIES
a) Covering letter for applying for research grant	1
b) Certificate to be provided by the Investigator	1
c) Endorsement from Principal/Registrar/Director (on letter head)	1
d) CV of Investigator	1
e) Project proposal via mail preferably MS word or PDF format	1
f) Name and address of the experts/institution interested in the subject/outcome of the project (in case of collaborative project)	1

COVERING LETTER FOR APPLYING FOR 'EFFORT' GRANT

To,
The EFFORT Committee,
Electrolab (India) Pvt. Ltd,
EL 23/EL 24, T.T.C,
Electronic Zone, M.I.D.C.,
Mahape, Navi-Mumbai - 400 710

Sir,

1. A research project entitled “ _____
_____ ” is forwarded herewith.
2. It is certified that the same project or project with similar objectives has not been submitted to any other funding agency by the Investigator(s).
3. We have carefully read the terms and conditions of sanctioning the project and agree to abide by them.
4. The organization will provide all necessary infrastructural facilities (both laboratory and administrative) if the project is sanctioned.
5. The organization is fully responsible in regard to matters pertaining to the project.
6. Certified that the equipments proposed in the project proposal are not available in the Department/Institution or are available in the Department/Institution but not available for dedicated project use.

The following is the list of equipments:

a).....

b).....

Yours Faithfully,

Investigator

Date:

Place:

Principal/Registrar/Director

CERTIFICATE TO BE PROVIDED BY THE INVESTIGATOR(S)

Project Title:

1. I/ We agree to abide by the terms and conditions of the 'EFFORT' grant.
2. I/ We have explored and ensured that equipment and basic facilities will be available as and when required for the purpose of the project.
3. I/We shall not request financial support under this project, for procurement of these items.
4. I/We certify that funds have not been received from other funding agencies for the same project.
5. I/We have enclosed the following materials:

ITEM	NO. OF COPIES
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c) Endorsement from Principal/Registrar/Director (on letter head)	1
d) CV of Investigator	1
e) Project proposal via mail preferably MS word or PDF format	1
f) Name and address of the experts/institution interested in the subject/outcome of the project (in case of collaborative project)	1

Date:

Place:

**Name and Signature
of the Investigator(s)**

ENDORSEMENT FROM PRINCIPAL/REGISTRAR/DIRECTOR

(To be given on letter head)

Project Title:

1. Certified that the Institute welcomes participation of _____ as the Investigator and _____ as the Co-Investigator for the project and that in the unforeseen event of discontinuance by the Investigator, the Co-Investigator will assume the responsibility of the fruitful completion of the project (with due information to 'EFFORT' grant).
2. Certified that the proposed research work is in conformity with the 'EFFORT' grant guidelines.
3. Certified that the equipment and other basic facilities and such other administrative facilities as per terms and conditions of the grant, will be extended to the Investigator(s) throughout the duration of the project.
4. Institute assumes to undertake the financial and other management responsibilities of the project.

Date:

Place:

**Name and Signature of
Principal/Registrar/Director**

APPLICATION FORM FOR 'EFFORT' GRANT

(To be filled in by the Investigator)

1. Title of the Project :
2. Name and Designation of the Investigator :
3. Name and Designation of the Co-Investigator :
4. Postal Address of the Investigator and Co-Investigator :

5. Name of the Institution(s)/Organization(s) in which :
the project will be carried out
6. Name of other Institution(s)/Organization(s) involved :
in the project
7. Participation of public and private sector (Please give :
details regarding sharing of work components, cost
and outputs)
8. Duration of the Project :
9. Total amount of assistance required :
- 10 The detailed project proposal consists of the following :

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PROJECT FORMAT

Part I - An Abstract, not exceeding 250 words, describing the background, objectives, methodology and keywords (six words).

Part II - should contain the following:

- Literature survey
- Objectives
- Methodology
- Tenure of the project
- Month-wise work plan
- Practical relevance/utility of the project
- Expected and other physical outcomes of the project
- Component-wise justification of the costing of the project

Part III - Facilities (equipment/instruments) available at Institution(s)/Organization(s) for carrying out the project.

Part IV - Project budget in the tabular format.

Note:

- The project proposal should not exceed more than 5 pages. (Font: Times New Roman, Font Size: 12, Line Spacing: 1.5, Justified)
- Biographical sketch of the Investigator(s) detailing research credentials and research papers published in the area of the proposed research project can be mailed as an Annexure.

PROJECT BUDGET

The project budget can be tabulated under following heads:

A. Salary & Wages

- Honorarium to Investigator: Rs. 30,000 for entire project tenure
- Honorarium to Co-Investigator: Rs. 20,000 for entire project tenure
- Research Fellow: Rs. 6,000/- p.m

Honorarium to Co-Investigator can be utilized under different head, in case there is no Co-Investigator in the proposed project.

B. Permanent equipment/accessory (Total cost)

C. Consumables (Glassware's, Chemicals etc)

D. Travel

E. Other project costs, if any (please specify): This head may include items such as rental or leasing charges of the instrument, maintenance of equipment, analysis of samples etc.

F. Contingencies (Books, journals etc)

G. Dissemination of research work (Publications)

Grand Total (in Rs.): A+B+C+D+E+F+G

Note: Justification for amounts proposed under each head must be furnished with a view to justify its need and relevance to the project.