



सत्यमेव जयते
Department of Science and Technology
Ministry of Science and Technology
Government of India



राविप्रौसंप NCSTC

Guidelines and General Information

for
**Submission of Proposals under
National Council for Science & Technology Communication
(NCSTC)**

June 2024



सत्यमेव जयते
Government of India

National Council for Science & Technology Communication (NCSTC)
Department of Science & Technology
Ministry of Science & Technology
Technology Bhawan, New Mehrauli Road
New Delhi-110016
www.dst.gov.in

1. Preamble

The National Council for Science & Technology Communication (NCSTC), Department of Science & Technology (DST), Government of India (GoI) is mandated with the mission of promoting science and technology (S&T) communication, fostering scientific understanding, and conducting related initiatives nationwide. NCSTC develops, adopts and enlarges various tools, techniques and formats for effective communication and popularization of S&T information on relevant topics to its diverse group of beneficiaries including children, youth, women, students, researchers, educators, media professionals, policymakers, governmental bodies, educational institutions, NGOs, and the general public. In this direction NCSTC also collaborates with local, regional, national and international organizations to fulfil its objectives in global perspective.

2. Objectives and Scope

NCSTC is involved in developing various formats of communication to disseminate Science, Technology and Innovation (STI) viz. science competitions, mobile science exhibitions, mentoring of students and educators, folk media and low-cost teaching kits, learning materials gamification for STEMM etc.

As India is transforming towards knowledge economy there is a need to create productive opportunities in the frontiers of science, technology and innovation through science popularization and dissemination. In the changing scenario, NCSTC would like to invite proposals in following areas:

3. Stakeholders

NCSTC Programme interacts with diverse stakeholders including children, youth, women, students, researchers, scientists, engineers, doctors, teachers/educators, science communicators, media professionals, policy makers and planners, panchayati raj institutions, central & state government ministries and departments, S&T councils in states and union territories, institutions of higher learning in public and private, universities, academic institutions, research laboratories, radio and television channels, non-governmental organizations (NGOs), various S&T based setups, and other private establishments/enterprises, apart from public at large.

4. Subject Domains

The broad subject domains are as under-

- 4.1. Content Development
- 4.2. Professional Development
- 4.3. Scientific Literacies & Scientific Temper
- 4.4. Hands-on Science
- 4.5. Cooperation in Science Communication
- 4.6. Science Communication (Sci-Com) for Sustainable Future

5. Call for Proposals

Extramural Project Support, based on Terms & Conditions given under “**General Terms & Conditions**” section of this document, shall be available in the above subject areas for undertaking diverse activities vide open Call for Proposals (CFP) at www.onlinedst.gov.in.

6. Areas Not Supported

Project Proposals largely relating to other Ministries and Departments like, Ministry of Environment & Forests, Ministry of Information Technology, Ministry of Human Resource Development, Ministry of Agriculture, Ministry of Women & Child Development and Ministry of Tribal Affairs, etc. which do not have the clearly mentioned goals of science communication, science popularization or dissemination of scientific temper would not be considered by NCSTC.

Further, it may also be ensured that the proposals submitted for consideration of NCSTC do not propose any basic or fundamental research, application/field trial of research outcomes, or creation of any structure or infrastructure.

7. Who can submit a proposal?

Proposals may be submitted by institutes of higher learning/State S&T Councils/Govt./autonomous organization/Non-profit organisations to stimulate interest in science, technology, engineering, mathematics and medicine (STEMM) fields for organizing lecture series for specific target groups. Proposals should be submitted separately or in collaboration through online portal www.onlinedst.gov.in.

Organizations/institutes eligible for receiving grant-in-aid under the NCSTC programme have to fulfill the criteria as per General Financial Rules (GFR) of the Government of India and have to follow standard procedures of the government.

A Non-Government Organization (NGO) should be registered under Societies Registration Act or other appropriate Act for at least three years before it can apply for grants. It should also be registered on NGO Darpan portal of NITI Ayog. The Memorandum of Association of NGOs should clearly state the aims & objectives relating to educational, spreading awareness and communication goals in sync with the NCSTC mandate.

8. When & Where to submit the proposal

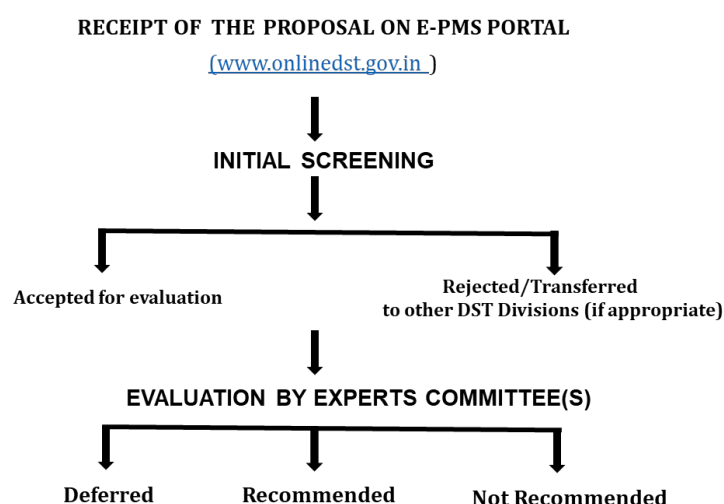
The proposal can be submitted as per timeline for online submission at www.onlinedst.gov.in as announced at the portal from time to time (generally under two project submission cycles in a year).

9. Contact Address:

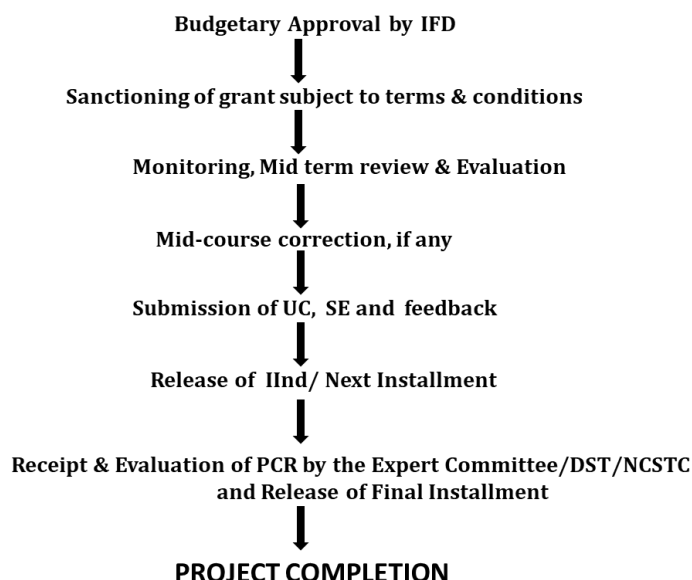
Head, National Council for Science & Technology Communication (NCSTC),
Department of Science and Technology, Government of India,
Technology Bhawan, New Mehrauli Road
New Delhi – 110016
Telephone: 011-29512324 Extn 12018
E-mail r.sharma72@nic.in

10. Processing of the Proposals Received:

- 10.1. Two tier screening/evaluation of proposals will be carried out for selection of proposals.
- 10.2. DST will screen all the submitted proposals through a screening committee (SC) constituted for this purpose. Screened-in proposals will be presented before the Expert Committee (EC)
- 10.3. The EC may suggest modification as per requirement before recommending for support.
- 10.4. The final decision to support a project lies with DST based on the recommendation of EC.



11. Processing of Recommended Proposal:



12. Funding: The financial support from DST will be as per the recommendation of the Expert/Apex Advisory Committee followed by scrutiny and appraisal by DST.

13. Monitoring of the Project:

Project implementation will undergo regular monitoring through:

- 13.1. Progress Reports, to be submitted to DST.
- 13.2. Financial Statements, to be included in the progress report.
- 13.3. If unsatisfactory progress or intentional/unapproved deviation from the approved project proposal is observed, DST reserves the right to terminate the project.
- 13.4. Funds disbursed must align with the objectives and goals outlined in the approved project proposal.
- 13.5. DST reserves the right to terminate the project at any stage if it determines that the grant has been misused or if satisfactory progress has not been made.

14. General guidelines, term and conditions, formats, technical details of new call etc are annexed.

Guidelines for filling online application

1. Log on onlinedst.gov.in to access the home page of the “DST e-PMS Portal”.
2. Before filling up the form candidates are advised to carefully go through the Relevant Advertisement published at the DST Website (www.dst.gov.in) and also available under Proposal Formats in the e-PMS Portal after logging in the portal site.
3. To save your time and avoid data loss please download the appropriate proposal format, fill all the information required as per the format (Word and PDF) file (max. size 5Mb) and then keep it ready for upload during submission of mandatory documents.
4. Click on “Submit proposals” link which would take you to a page seeking multiple information starting with – General information, Principal investigator etc. Kindly fill the mandatory information as mentioned in the General Format of the Application. For all other documents/ information you may kindly submit the same as a part of the consolidated proposal along with application format, as appropriate for you.
5. After filling all above particulars there is provision for preview your detail before final submission of application form on clicking on “Preview” button. Preview page will display all facts/particulars that you have mentioned on entry time if you are sure with filled details then click on “Submit” button to finally push data into server.
6. Candidates are advised to carefully fill and verify the details filled in online application as no change will be possible/entertained after clicking the FINAL SUBMIT BUTTON.

General Terms & Conditions

1. The project proposals should clearly focus on any of the areas listed in this document and should be in conformity with the scope of the scheme.
2. The agencies/organizations should submit application in the prescribed format.
3. The proposal should be routed through the Head of the Institute and should be submitted in the prescribed format given in this document against the '*Call for Proposal*'.
4. The scheme does not provide funds for infrastructure like purchase of vehicles, buildings, etc. However, if any dedicated equipment is exclusively required for the project work can be considered on case to case basis.
5. The institution where the project is proposed to be implemented shall assume financial accounting, audit and administrative responsibilities of the project.
6. The manpower recruited for the project should be paid as per the rules of the institute and guidelines of DST/Government of India.
7. The proposals are evaluated by experts and if required, the Principal Investigator will be invited to make a presentation to the experts.
8. The Grant-in Aid would be released in the name of the proposer's institution.
9. The 1st instalment of project support shall be restricted upto 80% of total project cost.
10. Selected entity will open a ZBSA account in order to receive funds and follow the CNA system of accounting or as notified by DST from time to time.
11. No part of the grant will be given by the grantee to another society/ institute/body, except in cases where such payments have prior approval, within the scope of the sanctioned proposal.
12. Grant under a major head shall not be utilized for a purpose other than that for which it is intended without prior approval.
13. The review of ongoing projects shall be carried out as per advice of concerned/ programme wise designated committee(s) or subgroups, and extended suitably from time to time to help carry out on- site assessment of randomly selected projects.
14. NCSTC reserves the right to terminate support to the project at any stage, if it is convinced about the proper utilization of the grant or appropriate progress of the project work. Further the project can also be terminated in absence of relevant information to be provided by the PI/organizing institution at any stage of processing.
15. Where support has been provided by NCSTC under specific conditions accepted by a society /institution, it shall, if it does not comply with these conditions, be liable to refund the grant along with the interest accrued already received in such manner as may be required by the Govt. & no further grant will be allowed to such a society/institution.
16. DST can order a special internal audit of the accounts of the project at any point of time on the directions of Secretary, DST.
17. The comptroller and auditor general of the Govt. of India shall have the discretion and right of access to the books and accounts of the society/institute/body pertaining to the grant(s) received from the Govt.
18. Any unspent balance of NCSTC grant during a year is to be either refunded, or specific concurrence has to be obtained for its carried forward for utilization during next year.
19. The grantee society/ institute/body shall maintain separate audited accounts for the projects, to be furnished within the six months of the close of the last budgeted

activity in the project or of the financial year in which the last instalment of the grant is sanctioned, whichever is earlier. The Institute will maintain separate audited account for the project and keep whole of the grant in a bank account earning interest. The interest earned and other earnings, against released Grant shall be remitted to Consolidated Fund of India (through Non-Tax Receipt Portal (NTRP), i.e., www.Bharatkosh.gov.in) or else it will have to be returned to NCSTC along with the unspent balance of the amount sanctioned for the project.

20. A Utilization Certificate, in the Form GFR-12A, to the effect that the grant has been actually spent for the purpose for which it has been sanctioned should reach the sanctioning authority within three months of the close of the last project activity or of the financial year, whichever is earlier.
21. The institute shall timely submit all necessary expenditure statement, Audited Statement of Accounts, Utilization Certificate in respect of the funds released in connection with the implementation of the projects to DST.
22. For a project of more than one year duration, the PI shall furnish annual progress report to DST indicating the achievements/ progress as well as the problems faced by them if any as per the format of the Project Completion Report/Project Progress Report.
23. The project completion report has to be submitted by the PI/Organization within three months of completion of actual work approved as per order of sanction.
24. The following must be submitted to NCSTC by the PI/Organization as soon as they are ready as per the time-frame envisaged in the project, but not later than 30 days after the date of the completion of the project.
 - a. 10 copies of printed document(s) viz. book, magazine, proceedings, report, finalized recommendations, poster, kits etc. prepared under the project.
 - b. 10 sets of communication tools /knowledge products prepared under the project.
25. All the assets acquired or created out of the grant including any information collected/compiled in the course of and for the project will be the sole property of the NCSTC/DST, Govt. of India and should not be disposed off or divulged or encumbered or utilized for purposes other than those necessitated by the implementation of the project without the prior approval of NCSTC/DST. All such tangible assets should be actually labelled as such (i.e. Property of DST/Govt. of India).
26. At the conclusion of the project, NCSTC /DST will be free to sell or dispose off (by any appropriate means) the assets/information acquired for the implementation of the project. The grantee society/institution body shall render to NCSTC/DST (Govt. of India) necessary facilities for arranging such disposals of the aforementioned assets/information.
27. For all the materials developed/produced under the project supported, unless approved specifically otherwise, acknowledgment of NCSTC support must be explicitly made in a manner to be specified/mutually agreed in all copies of the materials.
28. Acknowledgment of the support received from NCSTC must be projected appropriately (in a manner to be specified/mutually agreed) in all public communications, pamphlets or other publicity materials, if any, produced or issued during the course of the implementation of the project. Unless, agreed to or specified otherwise, the form of acknowledgement to be used would be: ***"Supported by National Council for Science & Technology Communication, Department of Science & Technology, Govt. of India"***

29. An undertaking as to submission or pendency of UC & SE should be clearly given at the time of submission of any fresh project proposal.
30. The project will become operative with effect from the date on which the grant is sanctioned. If the PI to whom project has been sanctioned wishes to leave the Institute where the project is based, the Institute/investigator will inform the same to the DST and in consultation with DST, the Institute shall evolve with DST, steps to ensure successful completion of the project before relieving the PI. Association of a Co-Investigator would normally be desirable.
31. Principal investigator (PI) of the proposal should have completed the process of Final Settlement of Account (FSA) for NCSTC division, DST supported projects (Submission of PCR, UC and SoE).
32. In order to avoid repetition of projects awarded to principal investigator PI (s), cooling period of one year would be taken into consideration. The cooling period will be considered from the date of submission of PCR, UC and SoE.
33. Exemption of clause 31 and 32 may be taken in to consideration for flagship programmes like National Science Day, National Mathematics Day or any special case(s) as per the recommendations of Expert/APEX Advisory Committee and subsequent approval of competent authority of DST for grant in aid support.

Annexure 3

Documents required at the time of submission of project proposal

Please submit authenticated copies of the documents as per following checklist along with requisite certificates along with the Proposal for support:

1. Registration Certificate
2. Memorandum of Association
3. Rules, regulations and bye laws
4. Endorsement from the Head of the proposer agency in prescribed format on organizational letter Head.
5. Certificate from the Principal Coordinator/Principal Investigator and Co-coordinator/Co-Investigator of the project duly signed as per prescribed format.
6. Detailed Bio-Data of Principal Coordinator/Principal Investigator and Co-coordinator/Co-Investigator and Associated Scientist(s).
7. Latest audited statement of accounts for the last three years.
8. Copy of the Annual Reports for the last three year.
9. Unique Id number obtained from NGO Darpan Portal of NITI Aayog.
10. List of partner agencies/organisations associated with the project.
11. List of names and addresses of experts/institutions to be involved with the project
12. Details of existing registration (if any) with Public Financial Management System (PFMS).
13. Signed Conflict-of-Interest-Document as given at DST website

Note:- May please clearly mention in the proposal the Status of the Institute (in case of Registered bodies, Registration Certificate voluntary agencies, non-profitable charitable institutions, consulting organizations etc.)

Certificate from the investigators/co-ordinator(s) of the project

Project Title:

1. I/We have gone through and agree to abide by the terms and conditions of the NCSTC/DST grant.
2. I/We have not submitted, nor do I/ We intend to submit this, or a similar project proposal, to any other agency for financial or other support.
3. I/We have explored and insured that hardware and basic facilities will actually be available from our organization as and when required for the purpose of this project no financial support under this project will be requested or utilized for these items.
4. I/We undertake to submit progress report, statements(s) of accounts, utilization certificates etc., periodically and at the end of each financial year.
5. I/We have enclosed the following materials.

Name(s) & Signature(s) of Principal Investigator/Principal Coordinator, Co Investigator/Co-coordinator

Place:

Date:

Specimen of Certificates to be Submitted along with the Proposal

TO WHOM IT MAY CONCERN

It is certified that

1. The organisation/Institute has been registered on NGO Darpan portal of NITI Aayog. The PAN card of the organisation and the PAN cards & AADHAR card details of the members (at least three functionaries) are available on NGO Darpan portal. The unique ID of the agency/Institute on NGO Darpan Portal is” (a copy of NGO Darpan Portal registration must be enclosed).
2. Society/Agency or any of its functionaries is not and has never been involved/implicated in any corrupt practices.
3. The organization/Institute is not black listed.
4. There is no pending Statement of Expenditure, Utilization Certificate and Project Completion Report for any of the completed NCSTC projects.
5. Organisation/Institute is enrolled under PUBLIC FINANCIAL MANAGEMENT SYSTEM- PFMS at www.cga.nic.in (a copy of PFMS registration must be enclosed).
6. Organisation/Institute shall follow all the relevant procedure & guidelines of DoE/DST such as following the CNA system and Fund Flow requirements as updated from time to time.
7. Bank account is an interest bearing bank account in nationalized bank.
8. The equipment proposed is not already available with the Organization/Institute. (Please strike off if not applicable)
9. The organisation/Institute/Principal Investigator/Principal Coordinator has not obtained financial assistance from any other department of the Central/State Governments for this project or a similar project.

Signature of the Head of the Institute/ Principal Investigator with seal/stamp

Place:

Date:

Endorsement from the Head of the proposer agency (on letter head)

Project Title:

1. Certified that our agency welcomes participation of Dr./Shri/Smt.....as the Principal Investigator/Coordinator and Dr./Shri/Smt.....as the Co-Investigator/Co-Coordinator of the project mentioned above. The Co-Investigator/ Co-coordinator will assume the responsibility of fruitful completion of the project if the Principal Investigator/ Coordinator is unable to do so (with due intimation to NCSTC, DST.)
2. Certified that the hardware, other basic facilities and such other administrative support required as per terms and condition of the grant, will be extended to the coordinator(s) throughout the duration of the project.
3. Our organisation will undertake the financial and other management responsibilities of the project and will ensure compliance with the terms and conditions laid down, in case the project is sanctioned.

Name, Signature and Seal of the Head of Organisation

Place:

Date:

**PROFORMA FOR BIODATA OF PRINCIPAL INVESTIGATOR/ COORDINATOR
& Co INVESTIGATOR/CO-COORDINATOR**

1. Name:
2. Date of Birth:
3. Email:
4. Phone no.:
5. Gender:
6. Institution with Full Address:
7. Whether belongs to SC/ST:
8. Academic and Professional Career:
Academic Career:
Professional Career:
9. Award/Prize/Certificates etc. won by the Coordinator:
10. Publications (Number & Titles Only):
Books:
Research papers:
Reports:
Popular Articles:
Patents:
Others (please Specify):

11. List of Completed and on-going projects (during the last three years):

Sl. No.	Title of the Project	Duration		Total Cost	Funding Agency
		From	To		

12. List of projects submitted (during the last three years):

Sl. No.	Title of the Project	Duration		Total Cost	Funding Agency
		From	To		

Department of Science and Technology
Policy on Conflict of Interest

For Reviewer & Committee Member or Applicant or DST Officer Associated/ Dealing with Scheme/ Program of DST

Issues of Conflicts of Interest and ethics in scientific research and research management have assumed greater prominence, given the larger share of Government funding in the country's R & D scenario. The following policy pertaining to general aspects of Conflicts of Interest and code of ethics, are objective measures that is intended to protect the integrity of the decision-making processes and minimize biasness. The policy aims to sustain transparency, increase accountability in funding mechanisms and provide assurance to the general public that processes followed in award of grants are fair and non-discriminatory. The Policy aims to avoid all forms of bias by following a system that is fair, transparent and free from all influence/ unprejudiced dealings, prior to, during and subsequent to the currency of the programme to be entered into with a view to enable public to abstain from bribing or any corrupt practice in order to secure the award by providing assurance to them that their competitors will also refrain from bribing and other corrupt practice and the decision makers will commit to prevent corruption, in any form, by their officials by following transparent procedures. This will also ensure a global acceptance of the decision-making process adopted by DST.

a. Definition of Conflict of Interest:

Conflict of Interest means "any interest which could significantly prejudice an individual's objectivity in the decision-making process, thereby creating an unfair competitive advantage for the individual or to the organization which he/she represents". The Conflict of Interest also encompasses situations where an individual, in contravention to the accepted norms and ethics, could exploit his/her obligatory duties for personal benefits.

1. Coverage of the Policy:

- a) The provisions of the policy shall be followed by persons applying for and receiving funding from DST, Reviewers of the proposal and Members of Expert Committees and Programme Advisory Committees. The provisions of the policy will also be applicable on all individuals including Officers of DST connected directly or indirectly or through intermediaries and Committees involved in evaluation of proposals and subsequent decision-making process.
- b) This policy aims to minimize aspects that may constitute actual Conflict of Interests, apparent Conflict of Interests and potential Conflict of Interests in the funding mechanisms that are presently being operated by DST. The policy also aims to cover, although not limited to, Conflict of interests that are Financial (gains from the outcomes of the proposal or award), Personal (association of relative / Family members) and Institutional (Colleagues, Collaborators, Employer, persons associated in a professional career of an individual such as Ph.D. supervisor etc.)

2. Specifications as to what constitutes Conflict of Interest.

Any of the following specifications (non-exhaustive list) imply Conflict of Interest if,

- (i) Due to any reason by which the Reviewer/Committee Member cannot deliver fair and objective assessment of the proposal.
- (ii) The applicant is a directly relative# or family member (including but not limited to spouse, child, sibling, parent) or personal friend of the individual involved in the decision-making process or alternatively, if any relative of an Officer directly involved in any decision-making process / has influenced interest/ stake in the applicant's form etc.
- (iii) The applicant for the grant/award is an employee or employer of an individual involved in the process as a Reviewer or Committee Member; or if the applicant to the grant/award has had an employer-employee relationship in the past three years with that individual.
- (iv) The applicant to the grant/award belongs to the same Department as that of the Reviewer/Committee Member.
- (v) The Reviewer/Committee Member is a Head of an Organization from where the applicant is employed.
- (vi) The Reviewer /Committee Member is or was, associated in the professional career of the applicant (such as Ph.D. supervisor, Mentor, present Collaborator etc.)
- (vii) The Reviewer/Committee Member is involved in the preparation of the research proposal submitted by the applicant.
- (viii) The applicant has joint research publications with the Reviewer/Committee Member in the last three years.
- (ix) The applicant/Reviewer/Committee Member, in contravention to the accepted norms and ethics followed in scientific research has a direct/indirect financial interest in the outcomes of the proposal.
- (x) The Reviewer/Committee Member stands to gain personally should the submitted proposal be accepted or rejected.

The Term "Relative" for this purpose would be referred in section 6 of Companies Act, 1956.

3. Regulation:

The DST shall strive to avoid conflict of interest in its funding mechanisms to the maximum extent possible. Self-regulatory mode is however recommended for stake holders involved in scientific research and research management, on issues pertaining to Conflict of Interest and scientific ethics. Any disclosure pertaining to the same must be made voluntarily by the applicant/Reviewer/Committee Member.

4. Confidentiality:

The Reviewers and the Members of the Committee shall safeguard the confidentiality of all discussions and decisions taken during the process and shall refrain from discussing the same with any applicant or a third party, unless the Committee recommends otherwise and records for doing so.

5. Code of Conduct

5.1 To be followed by Reviewers/Committee Members:

- (a) All reviewers shall submit a conflict-of-interest statement, declaring the presence or absence of any form of conflict of interest.
- (b) The reviewers shall refrain from evaluating the proposals if the conflict of interest is established or if it is apparent.
- (c) All discussions and decisions pertaining to conflict of interest shall be recorded in the minutes of the meeting.
- (d) The Chairman of the Committee shall decide on all aspects pertaining to conflict of interests.
- (e) The Chairman of the Committee shall request that all members disclose if they have any conflict of interest in the items of the agenda scheduled for discussion.
- (f) The Committee Members shall refrain from participating in the decision-making process and leave the room with respect to the specific item where the conflict of interest is established or is apparent.
- (g) If the Chairman himself/herself has conflict of interest, the Committee may choose a Chairman from among the remaining members, and the decision shall be made in consultation with Member Secretary of the Committee.
- (h) It is expected that a Committee member including the Chair-person will not seek funding from a Committee in which he/she is a member. If any member applies for grant, such proposals will be evaluated separately outside the Committee in which he/she is a member.

5.2 To be followed by the Applicant to the Grant/Award:

- (a) The applicant must refrain from suggesting referees with potential Conflict of Interest that may arise due to the factors mentioned in the specifications described above in Point No. 2.
- (b) The applicant may mention the names of individuals to whom the submitted proposal should not be sent for refereeing, clearly indicating the reasons for the same.

5.3 To be followed by the Officers dealing with Programs in DST:

While it is mandatory for the program officers to maintain confidentiality as detailed in point no. 6 above, they should declare, in advance, if they are dealing with grant applications of a relative or family member (including but not limited to spouse, child, sibling, parent) or thesis/ post-doctoral mentor or stands to benefit financially if the applicant proposal is funded. In such cases, DST will allot the grant applications to the other program officer.

6. Sanction for violation

6.1 For a) Reviewers / Committee Members and b) Applicant

Any breach of the code of conduct will invite action as decided by the Committee.

6.2 For Officers dealing with Program in DST

Any breach of the code of conduct will invite action under present provision of CCS (conduct Rules), 1964.

7. Final Appellate authority:

Secretary, DST shall be the appellate authority in issues pertaining to conflict of interest and issues concerning the decision-making process. The decision of Secretary, DST in these issues shall be final and binding.

8. Declaration

I have read the above “Policy on Conflict of Interest” of the DST applicable to the Reviewer/ Committee Member/ Applicant/ DST Scheme or Program Officer # and agree to abide by provisions thereof.

I hereby declare that I have no conflict of interest of any form pertaining to the proposed grant *

I hereby declare that I have conflict of interest of any form pertaining to the proposed grant *

* & # (Tick whichever is applicable)

b. Name of the Reviewer/ Committee Member or Applicant or DST Officer
(Strike out whichever is not applicable)

(Signature with date)

FORMAT FOR PROPOSAL
(Against the Call for Proposal)

1. Title of the Project:

2. Project Summary (max 300 words): Provide a concise summary of the proposed project, highlighting its objectives, key activities, target beneficiaries, and expected outcomes.

3. Details of Principal Investigator/Principal Coordinator

Name:

Date of Birth (DD/MM/YYYY):

Gender (Male/Female/Others):

Category (Gen/OBC/SC/ST):

Designation:

Name & Address of Affiliated Organization with Pin Code:

Website:

Govt./Not for Profit/Autonomous (please specify):

Email ID:

Telephone no.:

Mobile no.:

4. Details of Co -Investigator/Co-Coordinator

Name:

Date of Birth (DD/MM/YYYY):

Gender (Male/Female/Others):

Category (Gen/OBC/SC/ST):

Designation:

Name & Address of Affiliated Organization with Pin Code:

Website:

Govt./Not for Profit/Autonomous (please specify):

Email ID:

Telephone no.:

Mobile no.:

5. Name & Address of the Proposer Agency/Organization/Institution

Website (mandatory)

Registration Number (if applicable):

Establishment Year:

NGO Darpan Unique Id (<http://ngo.india.gov.in/>)

PFMS Unique ID:

6. Name and Designation of the Head of the Proposer Organization:

7. Partner/Collaborating Agency/Institution (If any):

Registration Number (if applicable):

Establishment Year:

NGO Darpan Unique Id (<http://ngo.india.gov.in/>):

PFMS Unique ID:

8. Proposed Area for Activity (if applicable)

Village:

Block:

District:

State:

9. Please select the appropriate stakeholder: Children, Students, Researchers, Elderly, Women, General, Other (please specify)

10. Proposed Objectives (*Outline the specific objectives of the project, including those related to specific areas mentioned, maximum five*)

i)

ii)

iii)

11. Need Identification in the Proposed Area:

(Please furnish background information and rationalization for the proposed project. Clearly delineate the particular issue the project aims to tackle, including its identification process and the approach to its resolution. Additionally, expound on how the project aligns with the objectives, mandate, and goals of NCSTC. Elucidate on how the project will enhance capacity building among stakeholders. If applicable, present detailed data from any conducted surveys.)

12. Description of the target area, target group (s) along with their beneficiaries (Gen/OBC/SC/ST):

(Please indicate how was the target area, audience identified, and what criteria guided their selection? What factors motivated their choice? Additionally, specify the number of consultations conducted with the target group during the project's design phase and provide the source of this information. Please indicate no. of direct and indirect beneficiaries)

13. Methodology & Work plan for Project Implementation

- i) Project Implementation Timelines (Provide a detailed timeline of project activities, including start and end dates for each phase)
- ii) Key Performance Indicators (Define the criteria for measuring the success of the project and achieving its objectives)
- iii) Roles and Responsibility of Partners (List potential partners and collaborators, including universities, research institutions, community organizations, and industry partners)

14. Project Duration:

15. Total Cost Proposed:

- i) **Recurring Budget:**
- ii) **Non-recurring Budget**
- iii) **Details of Budget/Resources from other sources (if any)**

16. Detailed Budget Break-up: *(Provide justification for each budget item, detailing how the costs were determined, including unit costs and consolidated estimates. Additionally, furnish a concise summary of the budget outlay on a single sheet.)*

17. Prior experience along with activities in the area of public/community engagement, science communication, popularization and developing communication tools or modules.

- i) **list of on-going & completed projects**

S. No	Title of the Project	Implementation Area (village/district & state)	Funding Agency	Duration of Support Ongoing/Completed

- ii) **Mechanism of project monitoring, evaluation, lesson learning and beneficiary feedback from previous projects (recent five projects of similar nature)**

18. Deliverables, desired benefits to target groups/expected outcomes and its utilization *(Please specify other involved agencies, including government bodies, in the project's operational areas, and detail collaboration strategies. Describe how the project will bridge existing gaps, align with complementary initiatives, and prevent redundancy. Discuss the sustainability prospects post-funding and outline strategies for ensuring continued service provision beyond the project's duration. If applicable, delineate how the project's timeframe supports its objectives and fosters sustainability, emphasizing empowerment strategies and beneficiaries.)*

19. Mechanism of impact assessment: *(Please provide methodology of impact assessment in-line with defined objectives. Indicate measurable indicators, supported by baseline data and track changes over time. Provide a monitoring plan that guides the collection of data, evaluation framework outlines criteria for success, and Data analysis techniques to interpret findings.)*

20. Infrastructure and resources already available with the organization to accomplish the project activities:

21. Account of self-generated resources BOTH IN CASH AND KIND, such as cash collected, use of equipment on the loan, manpower, free publicity etc. Mode of utilization and accounting of these resources for implementing this project.

Technical Details of Subject Domains Supported

Following subject domains and activities are supported for grant in aid in NCSTC.

1. *Content Development Programme (CDP)*

In order to leverage the efforts to fulfil the overarching goals of promote science literacy and building scientific temper, the content/software development shall be promoted through support to activities on science communication using different media, modes and means, subsuming the existing initiatives in to CDP such as TV & Internet Science Channel, Development of S&T Content on Wikipedia in Indian Languages, Newsletter, Newspaper, Journals, Popular Science Books and Magazines, Science News & Feature services, Virtual Demonstration, exhibitions, interactive websites, Digital Magazines & TVs, Science Internet Radio (Podcast), Databases, Science Film /TV programmes/series, and their Dissemination.

2. *Professional Development Programme (PDP)*

Professional Development Programme shall be furthered by means of a range of strategic initiatives. Subsuming the existing programmes in to PDP, initiatives shall be further developed for Augmenting Writing Skills through Articulating Research (AWSAR), Academic Courses in Science Communication, Setting up Science Communication Chair, National Teachers Science Congress, Trainings & Research in Science Communication and Science Media & Social Media, development of Science Commentators/ Narrators, Science Communicators' Meet, Conferences, Seminars, etc. in Science Communication, continuing with the National Awards for Science Popularization and Communication under present six categories and UNESCO Kalinga Award for Science Popularization (Biennial), etc.. Science communication training and research and workshops would be strengthened by harnessing emerging science media trends like ICT and Digital Science Media, Green Media, Eco Media, Geo Media, Computational Media, Animation, Gamification, Science Fiction, etc. and thrust areas including Agricultural Sciences, Biosciences, Environmental Sciences, Public Health Sciences and Medicine, Food, Energy, S&T Information Sciences, etc.

3. *Scientific Literacy Programme (SLP)*

Promotion of Science Literacies, as a dynamic and evolving process, needs to be rethought in view of outcomes of current programmes and aligned with emergent needs. The activities shall be supported in synergy with other programmes like Content Development Programme, Professional Development Programme, Hands-on Science activities, Emerging areas of Risk Science Communication, and Science communication on burning topics. It shall build upon the successes and consequences of continuing tracks of existing activities of NCSTC, like STEMM India, Hands-on Science & Demos, Mission Eco Next, Outreach in States especially on National Science Day and National Mathematics Day, and also the management of beneficiary data available from all the programmes shall be taken up. As a follow up of the existing initiatives, like STEMM India, Hands-on Science & Demos, Mission Eco Next, Outreach in States especially on National Science Day and National Mathematics Day, and subsuming those as active and key strands of SLP, NCSTC shall also take up the ongoing and already recommended projects and initiatives to logical conclusion with an aim to capture their value for fostering skills, capacity, competence and understanding of youth and grassroots institutions by promoting S&T solution seeking behaviour, problem solving, informed decision making and communicating innovative practices, handling actionable S&T ideas and growing the base of popular support for scientific solutions through communicating

the messages rooted in science for nature exploration and innovations for forever 37 clean & green scenarios and consequently also helping to progress on Sustainable Development Goals. Similarly, NCSTC shall continue to act as a nodal agency to support and coordinate celebration of National Science Day (centrally also), National Mathematics Day by State S&T Councils, and observation/ celebration of important S&T days and so on, by giving grants to State ST Councils/Departments for organization of lectures, quizzes, open houses, etc. and support for Celebration of Scientific Days.

4. Hands-on Science Programme (HSP)

The programme would be focussed on outreach activities, popularisation, demonstration of science and promoting Scientific Temper through various activities. It would synergise with other Programmes like Science Literacy Programme, Professional Development Programme and Content Development Programme. Key initiatives like National Children's Science Congress (NCSC)/Rashtriya Bal Vigyan Sammelan (RBVS), Initiative for Research & Innovation in Science (IRIS) science fair for budding scientists in India, Science Exhibitions, Mela/Fairs, Mobile Science Exhibitions (Buses, Bikes, Boats, Ships), Low cost-no cost teaching/learning aids, shall be serving many more students, teachers, farmers, masses. Thematic outreach with high priority themes like promoting creativity and innovation mindset, issues like ICT and science communication, etc. shall be the new dimensions. Well established tools and technology to be used are Static & Mobile science exhibitions, virtual science exhibitions, science media, Hands-on STEMM (Science, Technology, Engineering, Mathematics & Medicine) camps for students and field immersion, while possibility of other innovative techniques & tools shall also be explored and recognition of achievement, award prizes to excite participants shall be encouraged. Subsuming the existing STEMM & Innovation- Demonstration, Dissemination & Popularization programme in to HSP fold, initiatives shall be designed so that they must also engage students in each district, particularly those which have been left out and should be brought into the ambit by S&T driven agencies.

5. Cooperation in Science Communication

NCSTC shall workout International Cooperation with agencies working in Science Communication; Interdepartmental, Ministerial, Organizational Cooperation; Support scheme for funding for attending international conferences, workshops, seminars, etc. on Science Communication; Networks, etc.

6. Science Communication (Sci-Com) for Sustainable Future

NCSTC shall endeavour to promote science communication in emerging areas through science & technology communication on highlights of Lab's discoveries through media in effective manner and timely and brief communications to media on science breakthroughs. Groups of science communicators shall be promoted to communicate to the media and local population. Capacity building initiatives shall be supported to handle issues of misinformation, fake news in science, etc.; and communicating science through social media platforms, using blogs, #tag, etc. In addition, NCSTC shall enter priority emerging areas viz. Risk Communication (Awareness programmes on risks involving existing and emerging technologies i.e. nuclear, GMOs, AI, etc.), emerging washing stone sciences and ecosystems sciences, and Research Communication, etc.

Technical Details of Call for Proposals 2024-25

The technical details of new call for proposals 2024-25 within the framework of above-mentioned domains and activities are given below.

A. Empowering STEMM Students for Community Engagement and Career

Exploration through *Samvaad*

“*Samvaad*” is a new initiative NCSTC aimed towards catering the learning needs of students enrolled in science courses in higher education institutions and universities. *Samvaad* gives an opportunity to encourage, engage & connect with community and research fraternity thus empowering STEM students for research and career exploration.

1. Components:

The proposal should have following components

1.1. *Samvaad* for Bridging the Gap:

This component focuses on engaging students, referred to as "*Samvaad Mitr*," from less endowed higher education institutions and universities in community outreach activities. Through *Samvaad*, students will connect with local communities to identify challenges at the grassroots level and collaborate on research initiatives aimed at addressing these challenges. By bridging the gap between academia and the community, this component aims to foster a sense of social responsibility and encourage students to apply their scientific knowledge to real-world issues.

1.2. *Samvaad* for Scientific Career Awareness:

In this component, students will be provided with toolkits and modules designed to help them identify their strengths and interests in scientific pursuits. Guided by experienced mentors, known as "*Samvaad Gurus*," students will receive personalized guidance and support to explore various career paths in the scientific domain. From academia to industry, government, and non-profit sectors, students will be empowered to make informed decisions about their future career trajectories, leveraging their scientific knowledge and skills to create impact in their chosen fields.

2. Proposal Invitation:

NCSTC invites proposals from interested Institutes of higher learning, Govt./autonomous organization, State S&T Councils, Non-profit organisations to participate in the *Samvaad* initiative under the aforementioned components. Proposals should outline innovative approaches to student engagement, community collaboration, and career guidance, aligning with the objectives of *Samvaad*. Through this initiative, NCSTC aims to empower STEM students, enhance their career prospects, and foster a culture of scientific inquiry and societal impact.

B. Science and Technology Communication Tools (Toys and Games)

The primary focus of this call is to encourage the development and implementation of innovative communication tools that leverage toys and games to promote scientific knowledge, foster curiosity, and enhance learning experiences in science, technology, engineering, mathematics and medicine (STEMM) fields. By integrating science and

technology concepts into interactive and engaging toys and games, this initiative seeks to democratize access to STEMM education and inspire a culture of scientific inquiry and innovation.

1. Objectives:

The primary objectives of this call for proposals are:

- 1.1. To promote interdisciplinary research and innovation in the field of communication tools and knowledge products (toys and games; learning resources), with an emphasis on leveraging S&T principles.
- 1.2. To develop cutting-edge toys, games and knowledge products that enhance creativity, learning outcomes, and skill development among children and youth.
- 1.3. To establish collaborative networks and partnerships between academia, industry, government, and other stakeholders to facilitate technology transfer and commercialization.
- 1.4. To create a platform for knowledge exchange, capacity building, and outreach activities in the field of knowledge products, toys and games.

2. Focus Areas:

Proposals are invited in the following focus areas:

- 2.1. **Traditional Scientific Toys and Games:** Projects focusing on the preservation, validation, and enhancement of traditional scientific toys and games.
- 2.2. **Advanced Scientific Toys and Games:** Projects leveraging advanced technologies (such as augmented reality, virtual reality, etc.) to develop innovative toys and games for science communication.
- 2.3. **Value Added Learning Materials:** Projects aimed at developing supplementary teaching-learning materials to augment STEMM education through toys and games.

3. Expected Outcomes and Impact Indicators

Development of Science and Technology Communication Tools through Toys and Games is a multifaceted endeavor, and measuring its success requires a comprehensive approach. The indicative expected outcomes and indicators for each should cover the broad activities such as Technology Exploration, Design and Development, User Experience Testing, Curriculum integration, Outreach and Engagement, Industry Collaboration etc

4. Proposal Invitation:

NCSTC, DST is inviting proposals through the online portal (www.onlinedst.gov.in) from qualified institutions and organizations focusing on developing Science and Technology Communication Tools through Toys and Games. This initiative aims to harness the potential of toys and games as effective mediums for science and technology communication, targeting diverse audiences including children, youth, educators, and the general public.

C. Capacity Building in Science Communication

This initiative aims to enhance the skills and capabilities of individuals in effectively communicating scientific research and discoveries to diverse audiences. The call comprises three components under the Augmenting Writing Skills for Articulating Research (AWSAR) program, targeting popular science writing, technical science writing, and science journalism. The DST recognizes the importance of effective science communication in bridging the gap between scientific research conducted in R&D labs and community. In order to address the gap DST launched Augmenting Writing Skills for Articulating Research (AWSAR)

programme in 2018 to encourage, empower & engage young researchers to communicate their work in a clear, compelling, and accessible manner.

1. Objectives:

The primary objective of this call is to strengthen science communication efforts by building the capacity of writers, researchers, and journalists to articulate scientific information in accessible and engaging formats. By fostering proficiency in various aspects of science communication, this initiative seeks to bridge the gap between scientific research and public understanding, ultimately promoting scientific literacy and informed decision-making.

2. **Focus area:** Proposals are invited in the following focus areas:

- 2.1. Augmenting Writing Skills for Articulating Research (AWSAR): Popular Science Writing
- 2.2. Augmenting Writing Skills for Articulating Research (AWSAR): Technical Science Writing
- 2.3. Augmenting Writing Skills for Articulating Research (AWSAR): Science Journalism

2.1. Augmenting Writing Skills for Articulating Research (AWSAR): Popular Science Writing

The AWSAR programme primarily targets researchers from various disciplines, including science, technology, engineering, mathematics and medicine (STEMM). It particularly focuses on early-career Researchers (Ph.D. scholars and Post-Doctoral fellows) engaged in pursuit of scientific exploration and innovation. This component focuses on equipping participants (PhD and Post-Doctoral Fellows) with the skills and knowledge required to effectively communicate scientific concepts and discoveries to a general audience through popular science writing. Proposals under this component should aim to develop training modules, conduct workshops, and provide resources to enhance participants' ability to convey scientific information in an engaging and accessible manner.

2.1.1. Target Audience:

The AWSAR initiative targets Ph.D. scholars and Post-Doctoral fellows (PDFs) from various disciplines, including science, technology, engineering, mathematics and medicine (STEMM). It particularly focuses on early-career researchers (PhDs and PDFs) who are at the forefront of scientific exploration and innovation.

2.1.2. Methodology and Expected Deliverables:

1. Design and development of AWSAR website fulfilling the Guidelines for Indian Government Websites (GIGW) guidelines
2. The following will be AWSAR prize category
 - (i) Selection of top stories
 - a. For PhD Scholars: The top three articles/stories will be selected from submitted stories for a cash prize of Rs 1,00,000/-, Rs 50,000/- and Rs 25,000/- respectively.
 - b. For Postdoc fellows: One outstanding article/story will be selected from the submitted stories for the cash prize of Rs 1,00,000/-.

- (ii) Selection of best entries for popular science stories and prizes.
 - a. For PhD Scholars: An expert panel will select 100 top entries for a cash prize of Rs 10,000/- along with a Certificate of Appreciation.
 - b. For Postdoc fellows: An expert panel will select 20 top entries for a cash prize of Rs 10,000/- along with a Certificate of Appreciation.

Every year workshops should be conducted by experts in consultation with DST on popular science writing. The manuscript submitted under AWSAR will be evaluated through an online portal by the Panel of Experts approved by DST as per already developed matrix. The Expert Committee as approved by DST will be responsible for overall guidance and selection of the best stories. The prizes will be conferred on the National Science Day (NSD) every year.

2.2. Augmenting Writing Skills for Articulating Research (AWSAR): Technical Science Writing

This component aims to enhance the technical writing skills of researchers, scientists, and academicians, enabling them to effectively communicate their research findings to peers, colleagues, and stakeholders in the scientific community. Proposals should focus on providing training in writing research articles, papers, reports, and other technical documents, with an emphasis on clarity, precision, and adherence to scientific conventions.

2.2.1. Target Audience:

The initiative targets researchers from various disciplines, including science, technology, engineering, mathematics and medicine (STEMM). It particularly focuses on early-career researchers, PhDs and PDFs, Assistant Professors and equivalent profiles across the country who are involved in R&D.

2.2.2. Methodology:

The implementing agency will serve as a center for identifying the Institutes/Universities based on need assessment and can bring publishing partners to develop the specific content of the workshop. The content for the workshop would be developed mutually based on the analysis of the profile of young researchers registering for the workshop. The impact of these workshops would be done at the end of the project against the identified indicators.

Minimum 18 workshops with participation of ~200-250 young researchers/workshops will be conducted in three years in different states for maximum outreach and impact with speakers from editorial boards of various publishers of international repute. Agency in collaboration with DST and publishers will be responsible for the content development, delivery of the contents, Event website management and promotion. The planning and management of the workshops will be taken up jointly and the speakers/subject experts and those who are established researchers/Editors will be identified. In this regard the Agency is free to collaborate with publishing partners who will contribute equally for organizing the workshop in terms of resource persons and their travel, accommodation and other logistics. In such a scenario DST would contribute towards the travel, boarding, lodging of young researchers and expenses related to the selected venue.

2.3. Augmenting Writing Skills for Articulating Research (AWSAR): Science Journalism

This component targets journalist and individuals interested in pursuing a career in science journalism or science communication. Proposals under this component should focus on providing comprehensive training in journalistic principles, ethics, and practices, as well as specialized knowledge in reporting on scientific topics. Participants will be equipped with the skills necessary to critically analyze scientific research, interview experts, and effectively communicate complex scientific concepts to the public.

2.3.1. Target Audience:

1. Individuals interested in pursuing a career in science journalism or science communication
2. Media professionals seeking to specialize in science reporting
3. Students and researchers with a background in science or journalism

2.3.2. Focus Areas: Proposals within this component should concentrate on the following key areas:

1. Comprehensive Training
2. Specialized Knowledge
3. Interviewing Skills
4. Communication Strategies
5. Ethical Considerations

D. Public Outreach and Fostering Scientific Temperament through Community Engagement

Proposals are invited for initiatives aimed at fostering public outreach and cultivating scientific temperament through community engagement, including Public Awareness Events Celebrating National Science Day, Space Day, Technology Day, Mathematics Day, Lecture Series, and others. This invitation seeks innovative projects and programs specially designed to stimulate interest in science, technology, engineering, and mathematics (STEM) fields among diverse community members. By encouraging active participation and interaction, these proposals should aim towards deeper appreciation for scientific principles and their practical applications in everyday life.

1. Objectives:

- 1.1. To strengthen scientific temper and create enthusiasm among the people and to popularize science and technology at all levels
- 1.2. To spread a message about the significance of scientific applications in the daily life of the people
- 1.3. Encourage scientific way of thinking amongst children, students, women, farmers and general public
- 1.4. To discuss all the related issues and importance of new technologies for the development of country
- 1.5. To showcase all the activities, efforts and achievements in the field of science for human welfare
- 1.6. To impart scientific approach & way of thinking amongst children, students and general public as well as popularize Science and Technology

2. Target Audience:

Children, students, women and general public

3. Methodology:

National Science Day (NSD), National Mathematics Day (NMD) etc: Every year, February 28th marks the celebration of National Science Day pioneered by the DST, aims to catalyze science popularization endeavours nationwide and to distribute information about current science and technology topics among citizens. The festivities commence around National Science Day and include various activities such as lectures, quizzes, radio and television broadcasts, open houses, debates, painting competitions, and more, all centered around a specific theme. Each year, December 22nd is observed as National Mathematics Day (NMD) with the aim of promoting Mathematics. The festivities encompass a variety of activities such as debates, quizzes, exhibitions, lectures, training programs, hands-on activities, math-lab sessions, and other creative methods involving students from colleges and schools. Organization submitting proposals for bigger impact at state and national level would be preferred.

Detailed programme of such activities to be included in the proposal i.e. target beneficiaries, speakers, mode of communication etc. Online registration, feedback and impact analysis has to be inbuilt component of the proposal.

4. Proposal Invitation:

NCSTC, DST is inviting proposals through the online portal (www.onlinedst.gov.in) from qualified institutions and organizations focusing on science communication and popularisation. Proposals for celebration of NSD, NMD in states will be preferred from State S&T Councils.

5. Note: Grant – in – Aid will not be given directly to Industry.

Proposals of ‘Science *Melas*’ and ‘Exhibitions’ are no longer considered by the NCSTC Division

Multiple proposals from single PI/Co-PI will not be considered.

6. Project Duration:

The proposals may be submitted for the duration of up to 3 years.