



Format for Submission of Project Proposal

Annexure- I

PART-A

1. Title of the proposed research project (up to 25 words): should be specific, concise and yet sufficiently descriptive and informative.
2. **Summary (up to 250 words):** A structured summary should contain the following subheadings: (i) Rationale/ gaps in existing knowledge, (ii) Novelty, (iii) Objectives, (iv) Methods, and (v) Expected outcomes.
3. Does it cover priority areas of Collaborative Research?
4. Area of research (Please tick one):
 - Preclinical and clinical studies to assess the safety and efficacy of Newer Unani therapeutic interventions.
 - Development and standardization of Unani formulations, herbal remedies, and treatment modalities.
 - Research into Unani diagnostics, preventive healthcare strategies, and lifestyle interventions.
 - Documentation, digitization, and preservation of traditional Unani knowledge, including manuscripts, formulations, and treatment protocols.



- Integration of Unani medicine into mainstream healthcare, emphasizing its compatibility and synergy with modern medicine.
 - Potential use of Unani therapeutics in treatment of sub-chronic & chronic ailments.
5. **Keywords:** Six keywords separated by comma which best describe your project may be provided.
 6. **Abbreviations:** Only standard abbreviations should be used in the text. List of abbreviations maximum of ten may be given as a list.
 7. **Problem Statement (up to 500 words):** State the currently available information to adequately present the problem.
 8. **Rationale of the Study (up to 250 words):** Mention how the research question addresses the critical barrier(s) in scientific knowledge, technical capability, and/or programmatic/clinical/lab practice and its relevance to local, national and international context with relevant bibliography.
 9. **Hypothesis/ research question (up to 100 words):** Please provide details
 10. **Study Objectives (up to 25 words/ objective):** Define the objectives clearly and in measurable terms; mention as primary and secondary objectives if necessary. Do not include more than 3-4 objectives.



11. **Methodology:** Include objective-wise work plan under the following sub-headings:
 - Study design
 - Study site
 - Methods (e.g. PICO)
 - Sample size
 - Implementation strategy
 - Statistical analysis
 - Ethical issues
12. Expected outcome/ Deliverables aligned with research question (up to 100 words):
13. Future plan based on expected outcomes (up to 100 words):
14. Whether the study is going to generate new intellectual property or will be in conflict with the existing one?: Please provide details
15. Timelines with achievable targets: GANTT/ PERT chart to be uploaded.

PART-B

1. Preliminary work done by the PI including the source of funding (up to 250 words): Proof of concept (if any)
2. **Skill and Experience of the Research Team:** Highlight only salient points that provides



confidence to reviewers that team can implement the project with quality. Include one page brief CV of PI and Co-I-**in prescribed Format-** (Annexure II)

3. **Institutional Support/ Facilities:** Mention the efforts made to achieve inter-departmental or inter institutional collaboration needed for study implementation, details of coordination between clinical, laboratory and data management procedures, mention:
4. **Laboratory Facilities (in-vivo/in-vitro):** institutional resources such as instruments/ equipment and other physical resources available for use in the project proposed animal house etc.
5. **Budget:** Budget should be as per CCRUM guidelines available on the website. Justifications for all sub-headings under budget (**as per Format**) is to be provided in detail.
6. **Conflict of Interest Declaration (if any):** PI should include a statement for conflict of declaration (if any).
7. Additional supplementary information including figures, tables, flow diagrams, etc can be shared as PDF (5 MB).



Annexure II

Short Resume Format (PI/Co-I) (Maximum two pages)

Name: Qualifications: Designation: Institute

Date of Birth	
Domain Expertise	
Articles in Pub Med (Past 10 years)	
H-index	
Fellow of Academies	

Maximum of 10 primary research publications related to the proposal

Publication details in AMA style	Impact factor of journal	Name of policy/ programme/protocol document or patent/ commercialization of products where cited.

(Publications as first, last or corresponding authors may be identified with an asterisk ())*

Experience as Investigator:

Short title of project (Max. 10 words)	Role PI/co - investigator	Funding agency	Amount of funding	Reference of main publications



Annexure-III

Budget Justification (Staff, Equipment, Contingency/Consumables and Travel Allowance)

Staff/Manpower	
Sl. No.	Salary (As per CCRUM Project Staff guidelines)
Justification of Staff/Manpower(each position)	

Contingency	
Detail	Breakup with Justification
Year 1: Total Amount (e.g. 50,000) (amount is just for reference)	1) Item 1: 20,000/- 2) Item 2: 30,000/-
Year 2:	--
Year 3:	--
Year 4:	--

Sl. No.	Equipmen Name	Estimated cost (submit any documentary proof that shows projected cost such as estimate from GeM/E-commerce/ Company website)	Justification

Travel Allowance	
Detail	Justification
Year 1:	
Year 2:	
Year 3:	
Year 4	



Overhead charges(as per rules)	
Year 1:	
Year 2:	
Year 3:	
Year 4	
Grand Total	

Signature of the Principal Investigator	Accounts Officer of the Institute	Signature of Head of the Institute
Stamp Date: _____	Stamp Date: _____	Stamp Date: _____



Annexure-IV

Ref. CCRUM-Call for Application: _____

Title of the project: _____

Name of the PI: _____

Name of the Institute: _____

Declaration & Attestation

We hereby certify that:

- i. We have read the terms and conditions for CCRUM Research Grant. All necessary Institutional facilities will be provided if the research project is approved for financial assistance.
- ii. The equipment(s) that is being requested as part of this project is/are not available in the Institute/Department /or these are available and are being used at full capacity (Strike off the inappropriate one)
- iii. The equipment(s) requested as part of this project have not been purchased earlier from the funds provided by CCRUM for previous project(s) in the Institute.
- iv. No utilization certificate (UC)/ statement of expenditure (SoE) final report is pending for earlier CCRUM project(s) under the PI and the final report(s) for earlier projects have been submitted.



- v. The project has not been submitted to any funding agency or institution other than the CCRUM.
- vi. The PI does not have more than 1 (One) CCRUM projects at present as a Principal Investigator and two as Co-I.
- vii. We understand that CCRUM shall only fund for the project positions, as enumerated in the criteria for engagement of Non-Institutional Project Human Resource Positions, purely on temporary contractual basis. CCRUM has apprised us of this rule and we have carefully noted it.
- viii. The name of the Statutory Audit Authority of our Institute is as follows:

[Please attach a copy of the resolution if a private firm is engaged]

- ix. Registration/Unique ID no. assigned by NITI Ayog, GoI (on DARPAN Portal) (applicable only for NGOs):
- x. CV of the investigator and Co-Investigators is/are attached in prescribed format.

Name

Signature

Date

- a) Principal Investigator _____
- b) Co-Investigator(s) _____
- c) Head of the Department _____

Signature of the Head of the Institution with seal

Date



Annexure-V

Format for Annual Progress Report

1. Project title
2. PI (name & address)
3. Co-I (name & address)
4. Date of start
5. Duration
6. Objectives of the proposal
7. Methodology
8. Interim modification of objectives/methodology (with justifications)
9. Detail progress of the work carried out during the period
10. A summary sheet of not more than two pages under following heads (Title, Introduction, Rationale, Objectives, Methodology, Results, Translational Potential)
11. Research work which remains to be done under the project
12. Applied value of the project
13. Any publications
14. Any patents applied for
15. If additional budget or staff is required for the remaining part of the research work, please give justifications and details.

Date:

Signature:

Designation:



Format for Final Report

1. Title of the Project:
2. Unique ID of the Project (provided by CCRUM)
3. Principal Investigator and Co-Investigators
4. Implementing Institution and other collaborating Institutions
5. Date of commencement
6. Duration
7. Date of completion
8. Objectives as approved
9. Deviation made from original objectives if any, while implementing the project and reasons thereof.
10. Field/ Experimental work giving full details of summary of methods adopted.
11. Supported by necessary tables, charts, diagrams and photographs.
12. Detailed analysis of results.
13. A summary sheet of not more than two pages under following heads (Title, Introduction, Rationale, Objectives, Methodology, Results, Translational Potential)
14. Contributions made towards increasing the state of knowledge in the subject.
15. Conclusions summarizing the achievements and indication of scope for future work.
16. Science and Technology benefits accrued:
17. List of research publications with complete details: Authors, Title of paper, Name of Journal, Vol., page, year
18. Manpower trained in the project:



19. Research Scientists or Research Fellows
20. No. of PhDs produced
21. Other Technical Personnel trained
22. Patents taken, if any:
23. Products developed, if any.
24. Abstract (300 words for possible publication in CCRUM Bulletin).

Procurement/usage of Equipment

S. No	Name of Equipment	Make/ Model	Cost	Date of Installation	Utilization rate%	Remarks regarding maintenance/breakdown

Suggestions for disposal of equipment.

Name and signature with date	
1. _____ _____ (Principal Investigator)	2. _____ _____ (Co-Investigator)