**STATE SCIENCE AND TECHNOLOGY PROGRAMME (SSTP)**

**SECRETARIAT ASSISTANCE FOR THE DEVELOPMENT OF STATE S&T COUNCILS**



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**GOVERNMENT OF INDIA**

**DEPARTMENT OF SCIENCE AND TECHNOLOGY**

**MINISTRY OF SCIENCE AND TECHNOLOGY**

**TECHNOLOGY BHAVAN,**

**NEW MEHRAULI ROAD**

**NEW DELHI-110016**

**FORMAT OF PROPOSAL SUBMISSION FOR THE FINANCIAL YEAR 2021- \_\_**

**SUMMARY SHEET**

1. Name of the State:
2. Name of the State S&T Council:
3. Address of the S&T Council:

City:

PIN:

Email:

Phone (O):

Website:

1. Name of Chief Administrative Authority :

Designation:

Email:

Mobile Number:

Phone (O):

1. Name of Nodal Chief Executive Officer:

Designation:

Email:

Mobile Number:

Phone (O):

1. Year of Establishment of State S&T Council:
2. Vision of State S&T Council to catalyze State level Science, Technology and Innovation (STI) Ecosystem.
3. Mission of State S&T Council:
4. Objectives of State S&T Council:
5. Financial Outlays/Budget (Rs. Lakhs) of Organization for last Five Years

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Particulars | FY 2016-17 | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2020-21 |
| Total State S&T Plan Outlay |  |  |  |  |  |
| Total Outlay for S&T Programmes/ Schemes  |  |  |  |  |  |
| Total Outlay for Manpower Salary Component |  |  |  |  |  |
| 1. State’s share of total outlay for manpower salary component
 |  |  |  |  |  |
| ii) Share of other Ministry/Department, if any |  |  |  |  |  |

1. Budget Proposed for Supporting S&T Secretariat from Department of Science and Technology (DST), Government of India for current financial year

Budget Mobilization from other sources (other Ministry/ Departments/Agency)

1. Documents to be Enclosed:
* Copy of State Government Notification Yes No
* Organogram of State S&T Council Yes No
* Composition of Governing Body Yes No
* Composition of Executive Body Yes No
* Composition of State S&T Council (Details of employees) Yes No
* Audited Statement of Expenditure for Last Five Years Yes No
1. State Authority Approving the Proposal and Budget:

Name:

Designation:

Reference No:

Date:

Signature of Proposer:

Name:

Designation:

Date:

**PART - I OF PROPOSAL**

* + - 1. Role of State S&T Council in catalyzing Science Technology and Innovation (STI) Ecosystem in State
1. words)
2. Methodology Adopted to Attain the Goal to Catalyze STI in State
3. State Prioritized Sustainable Development Goals (SDGs)
4. Programmes /Schemes undertaken since Establishment of S&T Council (please fill Annexure I)
5. Proposed Programmes /Schemes of State S&T Council to be undertaken during Current Financial Cycle

(2021-26)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No  | Title of the Programme/Scheme (please provide acronym if any) | Programme/Scheme Summary  | Duration of the Scheme/Programme(Start Date and Completion Date) | Nodal Officer(Name, Designation, Contact No) | Other associated Human Resource | Deliverables | Budget |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. Experts /Specialists associated with the Programme/Schemes:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Name | Designation | Institution (Full Address) | Central/State |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |

 7. Sources/Allocation of Funds:

(Rs. in Lakh)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl. No. | Sources/Allocations of Funds | Budget Head | FY 2016-17 | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2020-21 | Current Financial Year | Remarks |
| 1. | Share of State S&T Council/Organization(Expenditure/Proposed budget) | Recurring |  |  |  |  |  |  |  |
| Non Recurring |  |  |  |  |  |  |  |
| Sub-Total |  |  |  |  |  |  |  |
| 2 | Share of DST,GoI (Expenditure/Proposed budget) | Recurring |  |  |  |  |  |  |  |
| Non Recurring |  |  |  |  |  |  |  |
| Sub-Total |  |  |  |  |  |  |  |
| 3. | Other Sources(Ministry, Department, Agency)(Expenditure/Proposed budget) | Recurring |  |  |  |  |  |  |  |
| Non Recurring |  |  |  |  |  |  |  |
| Sub-Total |  |  |  |  |  |  |  |
|  | Total | (Sub-Total 1+2+3) |  |  |  |  |  |  |  |

1. Coordinated Programmes/ Individual Projects undertaken by the State S&T Council

(list to be enclosed as Annexure II)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr. No. | Coordinated Programmes/ Individual Projects | FY 2016-17 | FY 2017-18 | FY 2018-19 | FY 2019-20 | FY 2020-21 | Current Financial Year | Remarks |
| 1. | (a) No. of Coordinated Programmes |  |  |  |  |  |  |  |
| (b) No. of projects under Coordinated Programmes |  |  |  |  |  |  |  |
| (c) Total expenditure/ Proposed budget for Coordinated programmes (Rs. in Lakh) |  |  |  |  |  |  |  |
| 2. | (a) No. of individual Projects |  |  |  |  |  |  |  |
| (b) Total expenditure/ proposed budget for individual projects (Rs. in Lakh) |  |  |  |  |  |  |  |

1. List of Projects Funded in the State to Academic, R&D Institutes and Voluntary Organizations by the State S&T Councils in last 5 years including Budget Allocation

**Annexure I**

**Programmes /Schemes undertaken by S&T Council since its Establishment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No.  | Programme/Scheme Title  | Starting Date of Scheme/Programme | Completion Date of Scheme/Programme | Budget Allocated (Rs. in Lakh) | Expenditure (Rs. in Lakh) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Brief Summary of Each Programme/Scheme (Highlighting Achievements, No. of Beneficiaries etc)

**Annexure II**

 **List of Individual Projects/Programmes**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Project Title | PI & Institution (full address) | Sanctioned amount | Amount released | Date of start | Date of completion | Remarks |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
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**PART- II OF PROPOSAL**

S&T Secretariat to State Science & Technology Council

1. Details Required

|  |  |
| --- | --- |
| **S. No.** | **Topic** |
| 1. | Approved Positions |
| 2. | Personnel Recruitment Rule of the State S&T Council (please enclose the established guidelines) |
| 3. | Personnel Policy of the State Government |
| 4. | Promotion Policy of the State S&T Council |
| 5. | Transfer policy of Staff |

2. State S&T Council’s Secretariat Deployment Pattern

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| S.No. | Scheme/Programme | State S&T Council Official | Designation | Pay Scale | Highest Qualification (Attach Details\*) | Remarks |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

\*Essential/desirable.

3. Utillization of Human Resources:

|  |  |  |  |
| --- | --- | --- | --- |
| S. No.  | Name and Designation of Official of S&T Council  | Current Role and Responsibilties | Engagaement of official with schemes/programmes/projects (name/ title) in last 5 years |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |

4. PROPOSED BUDGET FOR SECRETARIAT FOR CURRENT FINANCIAL YEAR : 20\_\_- 20\_\_

(Rs. In Lakhs)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Item | Share of DST, GoI | Share of State Grant | Total |
| A | RECURRING EXPENDITURE |  |  |  |
|  | I. Manpower Salarya)b)c)Sub Total-II. Travelling & Daily Allowance III. ConsumablesIV. Other Itemsa)b)c)Sub TotalTOTAL (Recurring Expenditure) |  |  |  |
| B | NON- RECURRING EXPENDITURE(Equipment etc.)(Item wise with cost )a)b)c)TOTAL (Non – Recurring Expenditure) |  |  |  |
|  | GRANT TOTAL (A+B) |  |  |  |

5. List of Human Resources whose Salary to be Paid from the Budgetary Support from State Science and Technology Programme (SSTP) of DST, GoI:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. | Name | Designation | Qualification | Basic Pay | App. Monthly Emoluments |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

6.List of Human Resources whose salary to be paid from State Grant:

| Sl. | Name | Designation | Qualification | Basic Pay | App. Monthly Emoluments |
| --- | --- | --- | --- | --- | --- |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Signature of the Head of the State S&T Council**