

CHECKLIST OF MANDATORY REQUIREMENTS FOR EMR PROJECTS

Parameter(s)	Checklist	Page No. in the Proposal
1 .Proposal in the proper format		
i) Application Form		
ii) Bio- data (PI & Co-I)		
iii) Brief Summary		
iv) Detailed Research Protocol		
2. Compulsory Documents		
i) Status on Ethical Clearance		
ii) Undertaking from the head of the Institute regarding non-availability of equipment proposed in the project.		
iii) Undertaking from the head of the Institute regarding no Pending UC against the Institute		
iv) Credentials of the Institute (details of infrastructure available in the institute, MOA, Annual Report along with audited SOA, registration Certificate if any etc.)		
v) Agency details		
3. Technical review		
i) Principal Investigator <ul style="list-style-type: none"> • Minimum 5 years Research experience including 2 years experience in AYUSH or allied field. • Age-at least 3.5 years before attaining the age of superannuation. 		
ii) Co-Investigator (Maximum 2 in number)		
iii) Objectives are focused or not?		
iv) Research Methodology proposed is appropriate or not (including CRF, Informed Consent Form etc.)?		
v) Expected outcome of the project		
4. Financial Review		
i) Total Cost of the project- not exceeding Rs. 70 Lakh		
ii) Non-recurring expenditure (including equipment)-less than 25 % of the total budget		
iii) Institutional support – less than 5% of total budget excluding equipment cost		
iv) Fee of PI & Co-I – Rs. 30,000 annually for PI Rs. 15,000 annually for Co-I (irrespective of no. of Co-I)		

v)	Reasonable requirement of scientific and non scientific staff (RA, SRF, JRF, Consultant, Lab Attendants) Remuneration should be as per current ICMR guidelines for engagement of scientific and non-scientific staff		
vi)	Justification and detailed breakup of all the budget heads		