

**PROCEDURE FOR SUBMISSION & APPROVAL OF
EXTRAMURAL/COLLABORATIVE PROJECTS**

Principal investigator (PI) submits concept proposal to the Director for approval. Following Director's approval, the PI may submit the concept proposal to the funding agency (at concept note stage of submission).*



After acceptance of concept proposal by the funding agency, PI submits the complete Extramural/Collaborative Project proposal along with budget details and Informed Consent Documents (in case of human studies) to Research Cell. (Copy to IEC only if IEC clearance required at this stage)



After receiving hard and soft copies of the documents, the Research Cell provides a Provisional Project code and reviews it for scientific validity (The PI will have to make a presentation of their project before research cell, if required).



After review approval, the Research Cell gives scientific review approval (SRA) letter to the PI, following which the PI shall submit the proposal for ethical review to the IEC



Following acceptance of the project by the funding agency, the PI provides sanction letter from the funding agency to the Research Cell for issuance of a Permanent Project code.



PI will submit Project progress report to research cell every 6 monthly



PI will submit project completion report and details of fund expenditure the research cell.

*In case full proposal submission to the extramural agency, the proposal has to be reviewed by the Research Cell before submission