



**NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL  
SCIENCES, SHILLONG, MEGHALAYA**

(An Autonomous Institute, Ministry of Health & Family Welfare, Govt. of India)

**Combined Format for Submitting Research  
Proposal of Faculty for Consideration**

By

**NEIGRIHMS SCIENTIFIC ADVISORY COMMITTEE (NSAC)**

~~**INSTITUTE ETHICS COMMITTEE (IEC) (HUMAN STUDIES) INTRAMURAL**~~  
~~**RESEARCH GRANT COMMITTEE**~~

**Version 1.0**

*& Intramural Research grant  
committee*

## **SECTION- 1**

**(For NSAC)**

### **PART A – GENERAL INFORMATION**

1. Title of the Project :
2. Name, Designation & Address of the Principal Investigator with mobile number, e-mail ID & Number of ongoing projects as Principal Investigator
3. Name(s), Designation(s) & Address(es) of the Co-Investigator(s) with mobile numbers & e-mail IDs
4. Duration of study :
5. A. If the study is institutional, state whether it is intra-departmental or inter-departmental.  
B. If the study is inter-departmental,
  - (i) State the names of collaborating departments :
  - (ii) State whether consent has been obtained from them :
6. A. If the study is inter-institutional, state whether it is national or international.  
B. State the name of coordinating institution :  
C. State the names of collaborating institutions :  
D. State whether consent has been obtained from collaborating institutions. Enclose copies of the same.  
E. State whether you have enclosed a copy of the original research protocol submitted by the coordinating institution.  
F. State the responsibilities of each collaborating Institution :
7. Details of foreign collaboration with supporting evidence :
8. Details of foreign extramural funding with supporting evidence:
  - A. Details of source(s) of funding
  - B. Details of overall funding
  - C. Details of funding to NEIGRIHMS with breakup
9. Details of Indian extramural funding with supportive evidence:
  - A. Details of source(s) of funding
  - B. Details of overall funding
  - C. Details of funding to NEIGRIHMS with breakup

## **PART B – TECHNICAL DETAILS**

1. Title of the project : .....
2. Background : .....

  - A. Rationale : .....
  - B. Novelty : .....
  - C. Expected outcome & application : .....

3. Research question(s) : .....
4. Research hypothesis (es), if any : .....
5. Aim and objectives: Primary objective(s) & secondary objective(s) : .....
6. Brief review of literature : .....
7. Study participants (humans, animals or both) : .....
8. Study design / type : .....
9. for participants, mention : .....

  - A. Inclusion criteria : .....
  - B. Exclusion criteria : .....
  - C. Withdrawal criteria, if any (trial-related therapy, follow-up and documentation are terminated prematurely as it is indicated to ensure safety of the participants) : .....
  - D. Rescue criteria, if applicable (starting symptomatic therapy either to control symptoms of disease or to overcome lack of adequate efficacy of the study drug or placebo) : .....

10. Number of groups to be studied, their names and definitions : .....
11. Sampling : .....

  - A. Population : .....
  - B. Sampling method : .....
  - C. Sample size in each group and sample size calculation method(s) : .....

12. Randomization details :  
A. Selection of participants :  
B. Allocation to groups :  
13. Methods :  
A. Intervention details with standardization techniques (drugs / devices / invasive procedures / noninvasive procedures / others) :  
B. Are the drugs/devices to be used approved for these indications by Drug Controller General of India (DCGI)? (Enclose the approval letter from DCGI for trial on humans or give undertaking to get the approval from DCGI; For all drugs and devices submit documents showing DCGI approval for the proposed indication of the study) :  
C. Are all procedures to be used professionally acceptable? :  
D. List of variables and their measurement methods with standardization techniques :  
    (i) Independent variables :  
    (ii) Dependent variables :  
    (iii) Confounding & interacting variables :  
E. Data collection methods including settings & periodicity :  
F. List variable-wise statistical tests to be used for data analysis :  
14. Relevant references for the project :  
(Maximum 20) (in Vancouver style, to be cited sequentially in the text of project)  
15. Enclosures :  
A. Brief CV of all investigators :  
B. Data collection proforma :  
C. Questionnaire(s) :  
D. Copy of signed original protocol in multicentric Studies :  
E. Copy of signed consent letter from coordinator in multicentric studies :  
F. Others :  
16. Undertakings (please retain what is applicable)  
A. The principal investigator hereby gives undertaking to obtain required DCG-I approval and submit its copies to NSAC and IEC.  
B. The principal investigator hereby gives undertaking to obtain HMSC approval and submit its copies to NSAC and IEC.

C. The principal investigator hereby gives undertaking to follow official guidelines for exchange of human biological material.

D. The principal investigator hereby gives undertaking to get the required MoU signed and submit its copies to NSAC and IEC.

A. Signature of the Investigator  
(Name, Designation,  
Department, Seal and  
Date)

Signature of Head of the Department  
of the Investigator  
(Name, Designation,  
Department, Seal and  
Date)

B. Signature(s) of the Co-Investigator(s)  
(Name, Designation,  
Department, Seal and Date)

Signature(s) of Head(s) of the Department  
of the co-investigator(s)  
(Name, Designation, Department, Seal and Date)

## SECTION - 32

### **FOR INTRAMURAL RESEARCH GRANT COMMITTEE**

#### **BUDGET DETAILS**

1. Title of the Project:
2. Total amount required:
3. Year wise break-up of the amount:
4. Budget requirement:
  - a. Consumable (Provide the list of items required with all relevant details)
  - b. Non-consumable (Detailed justification required)
  - c. Travel (Not for attending conference) – field work etc.
5. Justification for the budget :
6. For Faculty project:
  - a. No. of intramural grants received in last five years:
  - b. Enclose order copy of last intramural grant:
  - c. Enclose copy of UC, SOE and progress report of last intramural grant:
  - d. No. of extramural grants received in last five years:
  - e. Enclose order copy of last extramural grant:
  - f. Enclose copy of UC, SOE and progress report of last extramural grant:
7. For projects where faculty ~~is~~ a guide:
  - a. Name of the Candidate:
  - b. Study course:
  - c. Year of the study:
  - d. No. of previous intramural grant received:
  - e. Enclose order copy of last intramural grant:
  - f. Year of receiving the last intramural grant:
  - g. Amount of receiving the last intramural grant:
  - h. Enclose copy of UC, SOE and progress report of last intramural grant:

Declaration:

- A) I/we declare that the infrastructure necessary for carrying out the above mentioned research scheme are available with me/us.
- B) I/we agree to submit within, one month of termination of the scheme a final report on the work and an annual report within one month of expiry of a year if the project goes for more than one year. Extension of the project will be subject to approval of the report by the expert committee.
- C) The faculty members those who have not submitted the final reports in respect of earlier projects granted by the Institute, are not entitled for the Institute Grant in future till they submit the report.

Principal Investigator

Co-Investigator (S)

Forwarded with remarks from Head of the Department  
(in which The Principal Investigator is working)