

ICAR-NIAP

(National Institute of Agricultural Economics and Policy Research)

CHECKLIST FOR SUBMISSION OF FINAL RESEARCH PROJECT REPORT (RPP-III)

(For Guidelines Refer ANNEXURE – XI (F))

1. Institute Project Code
2. Investigators as approved in RPP-I, If any change attach IRC proceedings:

Principal Investigator	CC-PI	Co-PI

3. Any change in objectives and activities Yes/No
(If yes, attach IRC proceedings)

4.	Date of Start & Date of Completion (Actual). If any extension granted enclose IRC proceedings	Yes	No	
5.	Whether all objectives met	Yes	No	
6.	All activities completed	Yes	No	
7.	Salient achievements/major recommendations included	Yes	No	
8.	Annual Progress Reports (RPP-II) submitted	1 st Year	Yes	No
		2 nd Year	Yes	No
		3 rd Year	Yes	No
		n th year	Yes	No
9.	Reprint of each of publication attached	Yes	No	
10.	Action for further pursuit of obtained results indicated	Yes	No	
11.	Report presented in Divisional seminar (enclose proceedings & action taken report)	Yes	No	
12.	Report presented in Institute seminar (enclose proceedings & action taken report)	Yes	No	
13.	Data submitted to PME Cell	Yes	No	
14.	IRC number in which the project was adopted	IRC No:		
15.	Any other Information			

16. Signatures:

Project Leader Co-PI Co-PI... Co-PI...

PME Cell

Director

ICAR-NIAP

(National Institute of Agricultural Economics and Policy Research)

FINAL RESEARCH PROJECT REPORT (RPP- III)

(For Guidelines Refer ANNEXURE – XI (G))

PROJECT REPORT (RPP- III)

1. Institute Project Code
2. Project Title
3. Key Words
4. (a) Name of the Lead Institute
(b) Name of Division/ Regional Center/ Section
5. (a) Name of the Collaborating Institute(s)
(b) Name of Division/ Regional Center/ Section of Collaborating Institute(s)
6. Project Team(Name(s) and designation of PI, CC-PI and all project Co-PIs, with time spent)

S. No.	Name, designation and institute	Status in the project (PI/CC-PI/ Co-PI)	Time spent (%)	Work components assigned to individual scientist

7. Priority Area
8. Project Duration: Date of Start - _____ Date of Completion – _____
9. a. Objectives
a. Practical utility
10. Final Report on the Project (materials and methods used, results and discussion, objective wise achievements and conclusions)
11. Financial Implications (Lakhs)
 - 11.1 Expenditure on
 - (a) Manpower
 - (b) Research/Recurring Contingencies
 - (c) Non-Recurring Cost (Including cost of equipment)
 - (d) Any Other Expenditure Incurred
 - 11.2 Total Expenditure
12. Cumulative Output

- a. Special attainments/innovations
- b. List of Publications (one copy each to be submitted if not already submitted)
 - i. Research papers
 - ii. Reports/Manuals
 - iii. Working and Concept Papers
 - iv. Popular articles
 - v. Books/Book Chapters
 - vi. Extension Bulletins
- c. Intellectual Property Generation
(Patents - filed/obtained; Copyrights- filed/obtained; Designs- filed/obtained; Registration details of variety/germplasm/accession if any)
- d. Presentation in Workshop/Seminars/Symposia/Conferences
(Relevant to the project in which scientists have participated)
- e. Details of technology developed
(Crop-based; Animal-based, including vaccines; Biological – bio fertilizer, bio pesticide, etc.; IT based – database, software; any other – please specify)
- f. Trainings/demonstrations organized
- g. Training received
- h. Any other relevant information

13. (a) Extent of achievement of objectives and outputs earmarked as per RPP-I

Objective wise	Activity	Envisaged output of monitorable target(s)	Output achieved	Extent of Achievement(%)
1.	1.			
	.			
2.				

(b) Reasons of shortfall, if any

14. Efforts made for commercialization/technology transfer

15. (a) How the output is proposed to be utilized?

(b) How it will help in knowledge creation?

16. Expected benefits and economic impact(if any)

17. Specify whether the project requires submission of RPP-IV for up scaling of research output.

18. Future line of research work/other identifiable problems

19. Details on the research data (registers and records) generated out of the project deposited with the institute for future use

20. Signature of PI, CC-PI(s), all Co-PIs

21. Signature of Head of Division: Not Applicable

22. Observations of PME Cell based on Evaluation of Research Project after Completion

23. Signature (with comments if any along with rating of the project in the scale of 1 to 10

on the overall quality of the work) of Director

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(For Guidelines Refer ANNEXURE – XI(H))

PROFORMA FOR RESEARCH PERFORMANCE EVALUATION OF INDIVIDUAL SCIENTIST

1. Institute Project Code *

2. Evaluation by PI on the contribution of the team in the project including self

S.No.	Name	Status in the project (PI/CC-PI/Co-PI)	*Rating in the scale of 1 to 10
			<input type="text"/>

3. Signature of PI

* Individual scientists participating in the project would be assessed for their performance through an appraisal system in a scale of 1 to 10 for each of the following attributes:

S.No.	Criteria	Marks
1.	Percentage of the assigned activity completed	
2.	Quality of the completed activity	
3.	Authenticity/reliability of the data generated	
4.	Enthusiasm and sincerity to work	
5.	Inferences made	
6.	Collaboration and cooperation demonstrated in performing the task at hand	
7.	Amenability to scientific/academic/laboratory discipline	
	Total Score	

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(For Guidelines Refer ANNEXURE – XI(I))

PROFORMA FOR EVALUATION OF A RESEARCH PROJECT AFTER COMPLETION BY PI

1. Institute Project Code
2. Evaluation research project after completion by PI

S. No.	Criteria	Methodology	Marks (output)	Self Evaluation by PI
1.	Achievements Against approved and stipulated outputs under project	Qualitative and quantitative assessment of objectives and stipulated outputs under the project will be carried out a) Activity Input /Projected Output/ Output Achieved b) Extent to which standard design methodology, experimental designs, test procedures, analytical methods followed c) Does the data justify the conclusions? d) Innovativeness and creating of new knowledge e) Additional outputs over those stipulated under the project f) Creation of linkages for commercialization of technology developed under the project g) Is scientific input commensurate to output (manpower, financial input and time duration)?	75 35 10 05 10 05 05 05	
2.	Publication/ awards	Assessment will be done in respect of: Research papers; Reports/Manuals; Working and Concept Papers; Books/Book Chapters/Bulletins. Quality of publication (s) and Awards /Scientific recognitions received	10	
3.	Additional facilities created	Facilities created in terms of laboratory. Research set-up, instrumentation, software, hardware etc. during the project.	05	
4.	Human Resource Development (Scientific and Technical)	Scientist trained in different areas	05	
5.	Revenue generated under the project/ avenues created for revenue generation	Resources and revenues generated	05	
6.	Product/Processes/Technology/IPR/New	Details to be provided on a) Product b) Process	10	

	Models/Methods/Databases/ /Concept/Tools/Technique/ commercial value of the technology developed	c) Technology d) IPR e) Registration of the varieties f) New Models g) Methods h) Tools i) Databases j) Concepts k) Techniques		
7.	Quality of available documents of the project duly authenticated	Research Project Files, Data, Reports etc.	05	
Total Marks			115	
8.	Timelines of execution of the project	Marks will be deducted if extension sought over the approved project duration beyond recorded and officially granted extension with recorded reasons	Marks to be deducted	
		Up to 5%	01	
		Up to 10%	02	
		Up to 30 %	03	
		Beyond 30 %	05	
Net Score: Score obtained to be counted out of 100 to compensate for activities not relevant to the project			100	

3. Signature of PI

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(For Guidelines Refer ANNEXURE – XI (J))

**PROFORMA FOR EVALUATION OF A RESEARCH PROJECT AFTER COMPLETION BY
EVALUATION COMMITTEE**

1. Institute Project Code
2. Evaluation of research project after completion by Evaluation Committee (**member of evaluation committee**)

S. No.	Criteria	Methodology	Marks (output)	Evaluation by Evaluation Committee (Average)
1.	Achievements Against approved and stipulated outputs under project	Qualitative and quantitative assessment of objectives and stipulated outputs under the project will be carried out a) Activity Input /Projected Output/ Output Achieved b) Extent to which standard design methodology, experimental designs, test procedures, analytical methods followed c) Does the data justify the conclusions? d) Innovativeness and creating of new knowledge e) Additional outputs over those stipulated under the project f) Creation of linkages for commercialization of technology developed under the project g) Is scientific input commensurate to output (manpower, Financial input and time duration)?	75 35 10 05 10 05 05 05	
2.	Publication/ awards	Assessment will be done in respect of: Research papers; Reports/Manuals; Working and Concept Papers; Books/Book Chapters/Bulletins. Quality of publication (s) and Awards /Scientific recognitions received	10	
3.	Additional facilities created	Facilities created in terms of laboratory. Research set-up, instrumentation, software, hardware etc. during the project.	05	
4.	Human Resource Development (Scientific and Technical)	Scientist trained in different areas	05	
5.	Revenue generated under the project/ avenues created for revenue generation	Resources and revenues generated	05	

6.	Product/Process/Technology/IPR/New Models/Methods/Databases/ /Concept/Tools/Technique/commercial value of the technology developed	Details to be provided on a) Product b) Process c) Technology d) IPR e) Registration of the varieties f) New Models g) Methods h) Tools i) Databases j) Concepts k) Techniques	10	
7.	Quality of available documents of the project duly authenticated	Research Project Files, Data, Reports etc.	05	
Total Marks			115/95	
8.	Timelines of execution of the project	Marks will be deducted if extension sought over the approved project duration beyond recorded and officially granted extension with recorded reasons	Marks to be deducted	
		Up to 5%	01	
		Up to 10%	02	
		Up to 30 %	03	
		Beyond 30 %	05	
Net Score: Score obtained to be counted out of 100 to compensate for activities not relevant to the project			100	

4. Signature of Evaluation Committee (Original forms having the signature are attached)

National Institute of Agricultural Economics and Policy Research

(For Guidelines Refer ANNEXURE – XI (J))

**PROFORMA FOR EVALUATION OF A RESEARCH PROJECT AFTER COMPLETION BY
EVALUATION COMMITTEE**

3. Institute Project Code
4. Evaluation of research project after completion by Evaluation Committee (Average of the two members)

S. No.	Criteria	Methodology	Marks (output)	Evaluation by Evaluation Committee (Average)
1.	Achievements Against approved and stipulated outputs under project	Qualitative and quantitative assessment of objectives and stipulated outputs under the project will be carried out h) Activity Input /Projected Output/ Output Achieved i) Extent to which standard design methodology, experimental designs, test procedures, analytical methods followed j) Does the data justify the conclusions? k) Innovativeness and creating of new knowledge l) Additional outputs over those stipulated under the project m) Creation of linkages for commercialization of technology developed under the project n) Is scientific input commensurate to output (manpower, Financial input and time duration)?	75 35 10 05 10 05 05 05	
2.	Publication/ awards	Assessment will be done in respect of: Research papers; Reports/Manuals; Working and Concept Papers; Books/Book Chapters/Bulletins. Quality of publication (s) and Awards /Scientific recognitions received	10	
3.	Additional facilities created	Facilities created in terms of laboratory. Research set-up, instrumentation, software, hardware etc. during the project.	05	
4.	Human Resource Development (Scientific and Technical)	Scientist trained in different areas	05	
5.	Revenue generated under the project/ avenues created for revenue generation	Resources and revenues generated	05	

6.	Product/Process/Technology/IPR/New Models/Methods/Databases/ /Concept/Tools/Technique/commercial value of the technology developed	Details to be provided on l) Product m) Process n) Technology o) IPR p) Registration of the varieties q) New Models r) Methods s) Tools t) Databases u) Concepts v) Techniques	10	
7.	Quality of available documents of the project duly authenticated	Research Project Files, Data, Reports etc.	05	
Total Marks			115/95	
8.	Timelines of execution of the project	Marks will be deducted if extension sought over the approved project duration beyond recorded and officially granted extension with recorded reasons	Marks to be deducted	
		Up to 5%	01	
		Up to 10%	02	
		Up to 30 %	03	
		Beyond 30 %	05	
Net Score: Score obtained to be counted out of 100 to compensate for activities not relevant to the project			100	

5. Signature of Evaluation Committee (Original forms having the signature are attached)
