**List of documents to be uploaded by the PI while submitting the proposal to BRNS website**

1. PPA form
2. Equipment details to be entered by PI online.
3. Bank details to be entered online and upload the **cancelled cheque**.
4. PC & CI details to be entered by the PI online.
5. CVs of the PI, CI & PC can be uploaded separately or it can also be included in PPA form in Pages.10&11.
6. Section C – in PPA form- Certificate 1 & 2 is mandatory. Pg. 12,13,14 (Signed & Stamped).
7. Certificate – 2 to be provided by PC from his/her institute (format is included below)

**Please follow the following general tips while preparing and uploading your project.**

1. Please choose "**New Regular Research Project**" and "**PFRC**" as the committee while uploading.
2. Please follow new fellowship rates (Please see attached note from DAE; no separate contingency is allowed for the staff as the project has a contingency budget head)
3. Please do not add HRA/Medical to the fellowship salary. This needs to be claimed from BRNS separately.
4. Please budget for travel for the IPR coordinator also (typically 1/4th of the PI's travel budget)
5. It is better that the project title explicitly connects the project to fusion / plasma science & technology.
6. Institutional overheads cannot be more than 15% and should be calculated after excluding "Contingency".
7. Total budget (inclusive of overheads) should be less than 35 Lakhs.
8. The Project Collaborator (PC) needs to get the Certificate -2 filled up by their head of the institution and the PI will have to upload this document along with the other project related documents.
9. Please clearly define deliverables. Open ended deliverables are not acceptable. Use numbers (or range of numbers if needed) to support the claims under deliverables.
10. You will also have to submit quotations to support the cost of the equipment during submission of project to BRNS.
11. Please note that a PI can hold only ONE project under BRNS at a time as PI. So if the PI has an ongoing BRNS project, then he/she will not be able to submit the new proposal.
12. Please add a table with complete budget under section 300 of PPA having the following items for all the years of the project (a) salary (b) Technical assistance (c) Equipment (d) travel (e) Contingency (f) Consumables (g) Institutional overheads (15% max)
13. While filling in details about probable referees, please note the following (a) Please provide full and CORRECT details pertaining to address, phone number and email. (b) Please fill in the column "Specialization Keywords" pertaining to the expertise of the referee. This is very important. (c) Ensure that the referee is holding a position of at least Associate Prof / Reader / Scientist E. (d) At least 4 out of the 5 referees should be from an institute/university different from that of the PI. (e) It would be good if PI takes prior consent of the referee before including his/her name as a referee for your project proposal.