

**GOVERNMENT OF INDIA  
MINISTRY OF HUMAN RESOURCE DEVELOPMENT  
DEPARTMENT OF EDUCATION**

**SCHEME OF STUDIES, SEMINARS, EVALUATION ETC, FOR IMPLEMENTATION OF  
EDUCATION POLICY**

FORMAT FOR SUBMISSION OF PROPOSALS ON IMPACT STUDIES/EVALUATIONS FOR  
EDUCATIONAL POLICIES AND PROGRAMMES IN THE COUNTRY

(To be submitted 10 copies. In case the space shown against any column is found to be insufficient, separate sheet(s) may be attached and signed)

**I. INSTITUTIONAL PROGRAMMES**

**PROPOSAL ID:**

- I
- i) a) Name of the Organization/Institution
  
  - b) Mailing Address
  
  
  - ii) Title of the Project
  
  
  - iii) Status of the Organization  
(Voluntary Organization  
University /Deemed University/  
Any other Statutory Organisation  
(to be stated specifically))
  - iv) Nature and function of the Organization  
(Teaching, Examining, Research,  
Funding other organisations, etc.)
  
  - v) Manner in which the organization was established  
(Act of Parliament Act of State  
Legislature/Registered under societies  
Registration Act, 1860).
  - vi) a) In case established under the Act of Parliament/State Legislature
  
  - b) In case established under the Societies Registration Act
  
  
  - vii) If semi-government organization, the name of the Government department to which it is attached.

- viii) a) Whether organization has regular source of income
  - b) Whether it runs on no profit, no loss basis.
- ix) Brief history of the Organization, its objective and activities/academic pursuits in case of Individuals.
- x) a) Whether the Organisation, has any previous experience in the field of Educational Policies and Programmes in the country/or undertaken similar activities.
  - b) If so, details thereof

(Portion II, III & IV of the application form should be filled -in accordance with the details shown in paras 7 & 9 of the scheme)

## **II. PROJECT OUTLINE**

- i) Objective
- ii) Justification
- iii) Relevance of an action programme
- iv) Approach and Methodology
- v) Details of Data collection and analysis
- vi) Project duration
- vii) Staffing pattern
- viii) Budget
- ix) Institution's own contribution

### **III STAFFING PATTERN**

- 1
  - i) Name of the Project Director
  - ii) Position held by the Project Director in the Organisation mentioned in Item 1(1) and elsewhere, at present
  - iii) Major Positions held by Project Director previously
  - iv) Curriculum vitae of the Project Director (to be attached).
  - v) Field of specialization of Project Director
  - vi) Projects completed by Project Director previously and organisations for which undertaken
  - vii) List of Publications in last 3 years period (to be attached)

#### **2 OTHER STAFF**

(Number of persons to be employed, designation, pay, duration of employment to be specified); in case of senior staff, bio-data may be attached).



## B. TIME BUDGET

SI No.	Items
1.	Preparatory work including selection of the staff and their training
2.	Pilot study if any, required
3.	Drawing of sample
4.	Schedule Construction -their pre-testing and printing
5.	Data collection
6.	Data Processing
7.	Data Analysis
8.	Secretarial Staff

Total:

## ADDITIONAL INFORMATION

- i) Whether the Organisation is itself aware of any studies having been done in regard to the project shown in Item 1(2)
- ii) Whether the Project falls within the areas mentioned in the scheme?
- iii) If the project relates to a new topic, whether the new topic has had earlier approval of the University.
- iv) Any other remarks

**VI LIST OF DOCUMENTS TO BE ATTACHED  
WITH EACH COPY OF APPLICATION  
FORM**

- i) Memorandum of Association and Rules/Constitution
- ii) Composition of Board of Governors Executives or Governing Body
- iii) Latest available annual report
- iv) Copies of the reports published in the period of last three years

(Name and Signature of  
the Head of the Institution)

Telephone No

Place

Date:

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