

**NACO RESEARCH FELLOWSHIP  
SCHEME UNDER NACP-IV**

*July 2016*



**NATIONAL AIDS CONTROL ORGANISATION**

**Ministry of Health & Family Welfare,**

**Government of India**

# CONTENTS

- I. Preamble
- II. Eligibility Criteria
- III. Areas of Research Support
- IV. Components of Grant
- V. Invitation of Proposal
- VI. Procedure to Submit a Proposal
- VII. Application Deadline
- VIII. Procedure of Approving Fellowship
- IX. Operations of Funds
- X. Progress Report
- XI. Submission of Dissertation/Theses
- XII. Publication

## ANNEXURES

ANNEXURE I: Application Form for NACO-Research Fellowship Scheme

ANNEXURE II: Certificate by Head of the Department/Institution

ANNEXURE III: Proforma for Progress Report of NACO Research Fellow

## I. Preamble

NACO Research Fellowship will be awarded to facilitate capacity building of young researchers in the country for undertaking HIV research including basic, interdisciplinary, action, intervention and operations research and to increase skills in communicating research findings for impacting policy and programme. Research fellowships will provide opportunities to young researchers to pursue research invariably leading to MPhil/MD/PhD under experienced academicians and researchers. This may serve as an incentive for them to take up quality and need based research in HIV/AIDS.

## II. Eligibility Criteria

Any young scientist who fulfils the prescribed criteria of age and educational qualifications should submit applications to NACO to carry out research relevant to HIV/AIDS in bio-medical/clinical, epidemiological, behavioural and social disciplines.

Upper Age limit for young researchers: 35 years at the time of application.

Qualification: Students enrolled for full-time MD/MPhil/PhD degree program in relevant disciplines from any of the recognized Indian University/Institute.

## III. Areas of Research Support

Financial support will be provided by NACO in the areas related to HIV/AIDS under NACP-IV.

## IV. Components of Grant

NACO Fellowship grant will be given to the respective Institution/Department in full for the awardee students. The maximum grant for each fellowship will be limited up to Rupees 1.5 lakhs. The fellowship covers stipend, expenditure on field work/data collection, transport/travel for data collection, stationery, preparation of report, consumables, printing, etc.

NACO will award up to 20 Fellowships per year for financial assistance as per details given below.

<b>Category</b>	<b>Stipend per month</b>	<b>Duration</b>	<b>Contingency</b>		<b>Total Grant</b>
MPhil	10000	6	15,000		75000
MD	10000	12	30,000		150000
PhD	10000	12	30,000		150000

Financial support will not be provided for:

- Non-expendable articles such as equipment, vehicle, furniture etc.
- Foreign travel or other expenses for visit abroad.

#### V. Invitation of Proposal

NACO will invite proposals once in a year (in the month of June/July) in the prescribed format (ANNEXURE I), that can be downloaded from NACO website. Details can also be obtained from the Research Division NACO. NACO Fellowship Scheme may also be publicized in peer Journals of relevant subjects.

Reputed Institutions will be informed directly.

#### VI. Procedure to Submit a Proposal

Applications from young Researchers will be received once in a year in the prescribed format. The application form will include rationale, methodology, study location, time line and budget detail. In addition, Organization/Institute profile, Curriculum vitae of Principal Investigators/Guide and Co-Guide along with publications in the relevant field should also be enclosed.

NACO will consider applications received through proper channel only with a certificate duly recommended by the Guide/Supervisor and Head of the Department/Institute where the candidate proposes to work. The standard format is attached at ANNEXURE II.

In case more than one application is submitted by a candidate, they will be automatically rejected.

Application form with relevant documents (5 copies) should be submitted by registered mail at the following address.

Deputy Director General  
Research Division,  
6<sup>th</sup> Floor, Chandralok Building,  
36, Janpath, New Delhi-110001  
Tel: +91-11-23731805  
E-mail: [naco.nrfs@gmail.com](mailto:naco.nrfs@gmail.com)

Please mention on the surface of the envelop “Proposal for Research Fellowship”. NACO will send notification of receipt to the sender about two weeks after the deadline.

### VII. Application Deadline

Application deadline will be of six weeks from the date of invitation. Application form received beyond the deadline will not be considered.

### VIII. Procedure of Approving Fellowship

Fellow will be selected on the basis of academic record and quality of protocol.

Two tier system is formed in NACO to select the Research Proposals

**Step1:** Proposals received would be first evaluated by R&D Division, NACO.

**Step2:** Eligible Proposals would be reviewed by Panel of three Experts of concerned field/subject. The new proposals received will be assessed based on the following parameters:

1. Relevance of study project to NACP III.
2. Innovativeness.
3. Methodology and study design.
4. Clarity of the Research Questions.
5. Academic achievements of candidates.

Based on these parameters, Panel of Experts will give their final recommendations.

If the project is not recommended, the Panel of Experts will advise in writing the reasons thereof.

In order to maintain the quality of research, it will be requested to all the subject experts to look at the proposals critically irrespective of the Institutional/Organizational profile.

The decision of the Panel of Experts, in this regard will be final. Requests for reconsideration will not be entertained.

Awardees of the grant will be informed by mail and the list will also be displayed on NACO website.

The original approval letter from NACO will be sent to the Head of the Department/Institution, with a copy to Guide/Supervisor and candidate.

#### IX. Operation of Funds

NACO will sanction the grant in full to Institute wherein the selected candidate proposed to work. Full account of expenditure will be rendered by the Institution. It is stipulated that the scheme shall start from the commencement date mentioned in the letter or within 3 months from the date of issue of the letter. The un-spent amounts of grants will be returned to NACO.

#### X. Progress Report

NACO will monitor the progress of scheme to ensure that the funds are effectively utilized for optimal results. For this purpose Research Fellow is required to submit to NACO a progress report (ANNEXURE III) giving details of work stipulated for the period. If the fellow fails to submit the regular progress report, NACO may suspend the Fellowship.

#### XI. Submission of Dissertation/Theses

NACO fellows should submit two copies of final dissertation/thesis through the guide.

Students will be awarded a certificate on successful completion of the project work after the project report is approved.

#### XII. Publication

NACO research fellows will be allowed to publish research papers or make presentations in conferences based on the dissertation with joint authorship or due acknowledgement to NACO. NACO will have rights to have access to data and rights to display the salient findings in its newsletter and websites and also publish reports/papers or make presentations with the fellows and the guide as co-authors.

**NATIONAL AIDS CONTROL ORGANISATION**  
(Research Division)

**APPLICATION FORM FOR**  
**NACO-RESEARCH FELLOWSHIP SCHEME**

Adequate information must be furnished in a brief but self-contained manner to enable the Committee to assess the project.

**SECTION 1: DETAILS OF APPLICANT**

NAME of APPLICANT: Mr/Mrs/Miss/Ms/Dr	
Date of Birth	
Educational Details	
Degree Applicable (MD/M.Phil/PhD)	
Name of the Institute/University where registered	
Date of Registration	
Whether Institute is the member of NIIHAR	YES/NO
If yes Quote ID No	
Principal Investigator (Name, Designation, Organization, Contact details)	
Co-Investigators (Name, Designation, Organization, Contact details)	
Institution/Organization where applicant registered/employed and full address	

Please attach detailed Curriculum Vitae of all Investigators (with subject specific publication limited to previous 5 years)



**SECTION 2: PROJECT DETAILS** (should not exceed 5 printed pages)

<b>1. TITLE OF PROJECT in full</b> (do not abbreviate)	
<b>2.Type of Study :</b>	Biomedical & Clinical Research=1 Social Science Research=2 Epidemiological Study=3 Policy Management Study=4
<b>3. Status of Review:</b>	
<b>4. Description of the proposal – Introduction, aim(s) and objectives, justification for study.</b>  <ATTACH SEPARATE SHEET>	
<b>5. Application of the work in the context of priorities of NACP IV</b>  <ATTACH SEPARATE SHEET>	
<b>6. Detailed research plan. (Give here the design of study, indicating the total number of cases/samples to be studied, the mode of selection of subjects, equipments and other materials to be used, methodology/techniques to be employed for evaluating the results including statistical methods etc.)</b>  <ATTACH SEPARATE SHEET>	
<b>6. Present knowledge and relevant bibliography including full titles of articles relating to the project.</b>  <ATTACH SEPARATE SHEET>	

**7. Proposed budget:**

Budget items	Amount requested in INR
Total	

**6.** Facilities in terms of equipment, etc, available at the Institutions/Organizations for the proposed investigation.

**7.** Declaration and attestation:

I certify that all the details declared here are correct and complete.

**Signature of Applicant**

**Countersignature of Guide**

**Place:**

**Date:**

**Certificate of the Heads of the Department and Institution**

*(Official Letter Head duly signed and stamped by the Head of the Institutions)*

I have read the terms and conditions of the NACO Research Fellowship Scheme.

1. The necessary institutional facilities are available and will be provided for the implementation of this research proposal being submitted to the NACO for funding. Full account of expenditure will be rendered by the Institution.
2. I shall from time to time disclose fully to the NACO or as the NACO may direct, the progress of any investigations undertaken by me while in receipt of such assistance as aforesaid (hereinafter referred to as the said Investigation).
3. And if at any time during the course of such assistance or after the termination of receipt of such assistance as aforesaid, I shall make any invention arising out of or in connection with the said Investigation, I shall hold the same in trust on behalf of the NACO and we shall forthwith disclose to the said NACO or as the NACO may direct a full and complete description of the nature of the said invention and the mode of performing the same.
4. The said investigation and all improvements thereon discovered or invented by me during the course of receipt of such assistance or after the termination of such assistance as aforesaid shall subject to such reservations (if any) in respect of the said invention of the proceeds thereof for my benefit as the NACO may in absolute discretion permit.
5. I shall be responsible to complete the work as per given timeline in the application form.
6. I hereby undertake to abide by the current Terms and Conditions for NACO-Research Fellowships Scheme.

**Name of the head of the department**

**Name of the head of the Institution**

**Signature with date**

**Signature with date**

Seal

Seal

**NATIONAL AIDS CONTROL ORGANISATION**  
(Research Division)

**Proforma for Progress Report of  
NACO Research Fellow**

1. Name of the Fellow	
2. NACO-Fellow ID	
3. Name, designation and address of Guide:	
4. Place of work (Names of the Department/Institute/University/College, etc.)	
5. Date of joining:	
6. Period upto which fellowship is tenable:	
7. Date of registration for higher degree (M.Phil/Ph.D/MD):	
8. (a) Topic of Research:	
(b) Broad Subject Area:	
9. Objective in undertaking work:	
10 Period of Report: From to	

11 Detailed report about the research work done during the above mentioned period. This should include quantitative results of research presented in Table(s)/Figure(s), discussion and conclusions drawn (separate sheets should be attached):

12 Summary of research work done during this period (in not more than 300 words: a separate sheet may be attached):

13. Plan of work for the next .....month/year (separate sheet may be attached):

14. Research papers published/accepted for publication/communicated for publication (Details of authors, title, journal, volume, page number and reprints of published papers/preprints of accepted papers/and manuscripts papers must be sent):