

**OPERATING GUIDELINES OF  
SCHEME FOR  
ASSISTANCE FOR  
RESEARCH & DEVELOPMENT  
ACTIVITIES - 2020**

**[GUJARAT INDUSTRIAL POLICY – 2020]**

**Industries Commissionerate  
Industries & Mines Department  
Government of Gujarat**



**सत्यमेव जयते**



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## 1. Introduction:

- Research and Development is key to future growth and an imperative to compete at a global level.
- The Gujarat Industrial Policy 2020: Scheme for assistance for Research & Development Activities aims to promote, enrich and strengthen the R&D ecosystem in the state of Gujarat. The policy also encourages companies to keep pace with rapid technological advances. The policy focuses on promotion of R&D in the state by companies as well as institutions.
- It also focuses on to boost continuous innovation-led product development in order to contribute to the larger vision of an **"Atmanirbhar Gujarat"**.
- The Policy gives a significant thrust to encourage and transform Gujarat into a hub of Research and Development in India. It will give a boost to Private companies and institutions to undertake research work, disseminate proven technology among industrial units and strengthen existing laboratories for industrial associations.
- A strong R&D infrastructure will act as a backbone to facilities for Quality Control and Quality Assurance of the product manufactured within state, which will further help them to become globally compatible by achieving global standards.
- The Four different schemes introduced under the policy are as under:
  - Scheme 1: Assistance to establish research & Development / Product Development centre
  - Scheme 2: Assistance for Contract Research Work
  - Scheme 3: Assistance to R&D Institutions / laboratories set up by State Government or by Government of India
  - Scheme 4: Assistance to Industrial Association for establishment of R&D Laboratories

## **2. Operative Period of the Scheme:**

- The Scheme for assistance for Research & Development Activities will come into force **from Dt.07.08.2020.**
- The scheme will remain in operation for a period of 05 Years from the date of coming into force. i.e. **up to Dt.06.08.2025**

### **3. Definitions:**

#### **1. Institution:**

- Institution having adequate infrastructural facilities to undertake scientific and/or industrial research and having undertaking/promoting scientific and /or industrial research as a main object of the institution to undertake /promote the scientific and/or industrial research as main object.

#### **2. Association:**

- Any legal entity registered under the applicable act or law and which is formed by industries or a group of industries.

#### **3. Company:**

- Any Industrial Undertaking, registered as a legal entity such as company, Partnership firm including LLP or Proprietary concern engaged or to be engaged in Manufacturing, Processing, Production or Job work of articles.
- “Private Limited Company” shall have the meaning as assigned to it in clause (68) Section 2 of the Companies Act, 2013.

#### **4. R&D Companies:**

- A company which has been incorporated under Section 25 of the old Companies Act, 1956 or Section 8 under the New Companies Act, 2013 and set up for engaging in R&D activities.

#### **5. Partnership Firm:**

- “Partnership firm” means a firm registered under section 59 of the Partnership Act, 1932

#### **6. LLP:**

- “Limited Liability Partnership” shall have the meaning as assigned to it in clause (n) of subsection (1) of Section 2 of the Limited Liability Partnership Act, 2008.

## **7. DSIR:**

- The Department of Scientific and Industrial Research (DSIR) working under the Ministry of Science and Technology (GoI), which is mandated to carry out the activities related to indigenous technology promotion, development, utilization and transfer.

## **8. DSIR Recognition:**

- CSIR / DSIR Recognition means recognition from Department of Scientific and Industrial Research (DSIR) for carrying out activity / activities in the field of Research and Development (R&D).

## **9. AICTE:**

- All India Council for Technical Education means a Statutory body and a National-level council for technical education, under the Department of Higher Education, Government of India.

## **10.SLEC:**

- State Level Empowered Committee as defined in the Government Resolution of Scheme for assistance for Research & Development Activities.



#### **4. Procedure for Submission of Application/Project Proposal under R&D Policy -2020:**

- The applicant seeking incentive under this scheme has to apply to the Office of the Industries Commissioner in prescribed application form along with all the necessary documents as per the checklist of respective schemes.
- The Certificate of Recognition for R&D Laboratory by CSIR / DSIR shall have to be obtained by the applicant and produce at the time of applying under the respective scheme.
- On receipt of Application / Proposal with all prescribed documents and necessary information as per the checklist of the respective scheme, The Office of the Industries Commissioner will scrutinize the sanction application along with the supporting documents submitted.
- After scrutiny, the application shall be placed before Screening Committee for evaluation of the project.
- The applicant Enterprise / institute will be called for the presentation before Screening Committee. The Presentation shall contain all Technical and financial aspects of the project including innovativeness and the way ahead for R&D projects and its proposed outcome or benefits.
- The proposals recommended by the Screening Committee will be placed before the the Sanctioning Authority i.e. State Level Empowered Committee (SLEC) for in principle approval.
- The Sanctioning Authority i.e. SLEC considering the merits /demerits of the application will either approve or reject the application. As per the decision of the committee, In-principal Approval letter will be issued to the SLEC approved projects by the Office of Industries Commissioner.

- Enterprise / Institution shall apply for assistance with all required details along with necessary documents as per the checklist of the scheme.
- On receipt of claim application with all documents, The Office of the Industries Commissioner will scrutinize the claim application and a physical inspection by the team headed by the General Manager, District Industries Centre consisting of domain expert government officials will be carried out for the following purpose:
  - 1) Whether the unit has acquired the assets as per the In-principal Approval letter issued by the Office of Industries Commissioner.
  - 2) To assess the Project progress made by the applicant.
  - 3) Whether Conditions of In-principal Approval letter are fulfilled.
  - 4) To decide the amount of assistance eligible for Reimbursement.
- On receipt of Claim inspection report and the recommendations, the assistance will be disbursed on reimbursement basis by the Office of the Industries Commissioner as per the availability of fund.

## 5. Application Forms:

Application Form for Sanction Application			
Scheme 1: Assistance to establish Research & Development / Product Development Centre.			
Sr. No.	Item	Details	
1	Project Title		
2	Objectives of the R&D project		
3	Application under the Scheme	Scheme 1: Assistance to establish Research & Development /Product Development Centre.	
4	Name & address of the Institution		
5	Constitution of the Institution: [Institution / Industrial Association / Professional Bodies / Company/ Partnership Firm / LLP / Trust/ Society/ Industrial Co-operative Society / AICTE approved institutions / Proprietary concern / other]		
6	Details of Registration No. & Date:		
7	Details of recognition by CSIR / DSIR		
8	Whether the organization is established / owned by Government of India or Government of Gujarat? If yes, please provide details thereof like GR, Notification		
9	Field (Activity) of Institution		
10	Name & contact details of the Principal Investigator / Promoter Name: Designation: Phone No.: Mob No: Email ID:		
11	Project Cost	Item	Cost (Rs.in Lacs)
		Building	
		Machinery & Equipment	
		Hardware & Software	
		Electrification	
		Consumable	
		Consultancy	
		Other	
		Total	
12	Means of Finance		
		(Rs. In Lakhs)	Percentage (%)
	1	Promoter's Contribution	
	2	Govt. of India Assistance	
	3	Govt. of Gujarat Assistance	
	4	Term Loan	
	Total		

13	Details of Bank/Financial Institutions (If term loan taken)	Bank/ Financial Institution Name	IFSC Code	Term loan A/c. No.	Term loan sanctioned	Date of first Disbursement
14	Have you availed assistance under Govt. of India Scheme? If yes, give details thereof:					
15	Have you availed assistance under any other Govt. of Gujarat Scheme? If yes, give details thereof:					
16	Project Report Submitted? [As per Checklist of the Scheme]					
17	Expected revenue generation of next 5 years					
18	Status of project sanctioned earlier by IC Office, If any.	Sr. No	Name of Project	Project Cost	Assistance released	Project Status
19	Whether any Govt. dues to be paid ?					
20	Whether any legal case is pending in the Court of Law					
21	Details of GPCB Consent (CTE/CCA)					
<p><b>Declaration:</b></p> <p>I hereby declare that the information, statements &amp; other papers given herein are to the best of my knowledge &amp; belief, true and correct in all particulars. I hereby also declare that the equipments shown in the proposal had never been purchased by the institutes with assistance of any State Government grant.</p> <p>I hereby also declare that there is no court case and/or any Government dues pending.</p> <p>I also declare that I am duly authorized to sign an application and details and documents submitted in this application.</p>						
<p><b>Note:</b> Any financial transactions / expenditure statements must be signed by the authorized signatory of the institute and certified by the auditor/ chartered accountant.</p>						
<b>Date:</b>		Signature of Authorized Signatory				
<b>Place:</b>		Seal of the organization				

**Application Form for Sanction Application**  
**Scheme 2: Assistance for Contract / Sponsored Research Work.**

Sr. No.	Item	Details	
1	Project Title		
2	Objectives of the Contract / Sponsored Research Work.		
3	Application under the Scheme	<b>Scheme 2: Assistance for Contract / Sponsored Research Work.</b>	
4	Name & Address of the Institution		
5	Constitution of the Institution:  [Institution / Professional Body / AICTE approved institutions / professional colleges / R&D institutions recognized by CSIR or DSIR / Other]		
6	Details of Registration No. & Date:		
7	Details of recognition by CSIR / DSIR		
8	Whether the organization is established / owned by Government of India or Government of Gujarat? If yes, please provide details thereof like GR, Notification		
9	Field (Activity) of Institution		
10	Name of Sponsoring Industries / Institution / Organization:		
11	Project Cost of Contract / Sponsored Research work to be carried out		
12	Contribution of sponsoring Industries/Industries association / Institution for the above work		
13	Name & Contact details of the Principal Investigator / Promoter Name: Designation: Phone No.: Mob No: Email ID:		
14	<b>Project Cost</b>	<b>Item</b>	<b>Cost (Rs.in Lacs)</b>
		Machinery & Equipment	
		Hardware & Software	
		Electrification	
		Consumable	
		Consultancy	
		Other	
		<b>Total</b>	

Means of Finance						
	Particulars	Cost (Rs. In Lakhs)			Percentage (%)	
15	1 Promoter's Contribution					
	2 Govt. of India Assistance					
	3 Govt. of Gujarat Assistance					
	4 Term Loan					
	<b>Total</b>					
16	Details of Bank /Financial Institutions (If term loan taken)	Bank/ Financial Institution Name	IFSC Code	Term loan A/c. No.	Term loan sanctioned	Date of first Disburseme nt
17	Have you availed assistance under Govt. of India Scheme? If yes, give details thereof:					
18	Have you availed assistance under any other Govt. of Gujarat Scheme? If yes, give details thereof:					
19	Project Report Submitted? [As per Checklist of the Scheme]					
20	Expected revenue generation of next 5 years					
21	Status of project sanctioned earlier by IC Office, If any.	Sr. No	Name of Project	Project Cost	Assistance released	Project Status
22	Whether any Govt. dues to be paid ?					
23	Whether any legal case is pending in the Court of Law					
24	Details of GPCB Consent (CTE/CCA – If Applicable)					
<b>Declaration:</b> I hereby declare that the information, statements & other papers given herein are to the best of my knowledge & belief, true and correct in all particulars. I hereby also declare that the equipments shown in the proposal had never been purchased by the institutes with assistance of any State Government grant. I hereby also declare that there is no court case and/or any Government dues pending. I also declare that I am duly authorized to sign an application and details and documents submitted in this application.						
<b>Note:</b> Any financial transactions / expenditure statements must be signed by the authorized signatory of the institute and certified by the auditor/ chartered accountant.						
<b>Date:</b>		Signature of Authorized Signatory				
<b>Place:</b>		Seal of the Organization				

**Application Form for Sanction Application**  
**Scheme 3 : Assistance to R&D institutions/ laboratories set up by State Government**  
**or Government of India**

Sr. No.	Item	Details		
1	Project Title			
2	Objectives of the R&D project			
3	Application under the Scheme	<b>Scheme 3 : Assistance to R&amp;D institutions/ laboratories set up by State Government or Government of India</b>		
4	Name & address of the Institution			
5	Constitution of the Institution:  [ Institutions set up by Govt. of Gujarat / Govt. of India]			
6	Details of Registration No. & Date:			
7	Details of approval/ registration / recognition by CSIR / DSIR			
8	Whether the organization is established / owned by Government of India or Government of Gujarat? If yes, please provide details thereof like GR, Notification			
9	Field (Activity) of Institution			
10	Name & contact details of the Principal Investigator / Promoter:  Name: Designation: Phone No.: Mob No: Email ID:			
11	<b>Project Cost</b>	<b>Item</b>	<b>Cost (Rs.in Lacs)</b>	
		Building		
		Machinery & Equipment		
		Hardware & Software		
		Electrification		
		Consumable		
		Consultancy		
		Other		
	<b>Total</b>			
12	<b>Means of Finance</b>			
	<b>Sr.</b>	<b>Particulars</b>	<b>Cost (Rs. In Lakhs)</b>	<b>Percentage (%)</b>
	1	Promoter's Contribution		
	2	Govt. of India Assistance		
	3	Govt. of Gujarat Assistance		
	4	Term Loan		
		<b>Total</b>		

13	Details of Bank /Financial Institutions (If term loan taken)	Bank/ Financial Institution Name	IFSC Code	Term loan A/c. No.	Term loan sanctioned	Date of first Disburseme nt
14	Have you availed assistance under Govt. of India Scheme? If yes, give details thereof:					
15	Have you availed assistance under any other Govt. of Gujarat Scheme? If yes, give details thereof:					
17	Project Report Submitted? [As per Checklist of the Scheme]					
18	Expected revenue generation of next 5 years					
19	Status of project sanctioned earlier by IC Office, If any.	Sr. No	Name of Project	Project Cost	Assistance released	Project Status
20	Whether any Govt. dues to be paid ?					
21	Whether any legal case is pending in the Court of Law					
22	Details of GPCB Consent (CTE/CCA – If Applicable)					
<p><b>Declaration:</b></p> <p>I hereby declare that the information, statements &amp; other papers given herein are to the best of my knowledge &amp; belief, true and correct in all particulars. I hereby also declare that the equipments shown in the proposal had never been purchased by the institutes with assistance of any State Government grant.</p> <p>I hereby also declare that there is no court case and/or any Government dues pending.</p> <p>I also declare that I am duly authorized to sign an application and details and documents submitted in this application.</p>						
<p><b>Note:</b> Any financial transactions / expenditure statements must be signed by the authorized signatory of the institute and certified by the auditor/ chartered accountant.</p>						
<b>Date:</b>		Signature of Authorized Signatory				
<b>Place:</b>		Seal of the Organization				



**Application Form for Sanction Application**  
**Scheme 4: Assistance to Industrial association for establishment of R &D Laboratories**

Sr. No.	Item	Details				
1	Project Title					
2	Objectives of the R&D project					
3	Application under the Scheme	<b>Scheme 4: Assistance to Industrial association for establishment of R &amp;D Laboratories</b>				
4	Name & address of the Institution					
5	Constitution of the Institution:					
6	Details of Registration No. & Date:					
7	Details of recognition by CSIR / DSIR					
8	Whether the organization is established / owned by Government of India or Government of Gujarat? If yes, please provide details thereof like GR, Notification					
9	Field (Activity) of Institution					
10	Name & contact details of the Principal Investigator / Promoter Name: Designation: Phone No.: Mob No: Email ID:					
11	<b>Project Cost</b>	<b>Item</b>				
		<b>Cost (Rs.in Lacs)</b>				
		Building				
		Machinery & Equipment				
		Hardware & Software				
		Electrification				
		Consumable				
		Consultancy				
12	<b>Means of Finance</b>					
	<b>Sr.</b>	<b>Particulars</b>	<b>Cost (Rs. In Lakhs)</b>			
	1	Promoter's Contribution				
	2	Govt. of India Assistance				
	3	Govt. of Gujarat Assistance				
	4	Term Loan				
		<b>Total</b>				
13	Details of Bank/Financial Institutions (If term loan taken)	Bank/ Financial Institution Name	IFSC Code	Term loan A/c. No.	Term loan sanctioned	Date of first Disbursement

14	Have you availed assistance under Govt. of India Scheme? If yes, give details thereof:					
15	Have you availed assistance under any other Govt. of Gujarat Scheme? If yes, give details thereof:					
16	Project Report Submitted? [As per Checklist of the Scheme]					
17	Expected revenue generation of next 5 years					
18	Status of project sanctioned earlier by IC Office, If any.	Sr. No	Name of Project	Project Cost	Assistance released	Project Status
19	Whether any Govt. dues to be paid ?					
20	Whether any legal case is pending in the Court of Law					
21	Details of GPCB Consent (CTE/CCA)					

**Declaration:**

I hereby declare that the information, statements & other papers given herein are to the best of my knowledge & belief, true and correct in all particulars. I hereby also declare that the equipments shown in the proposal had never been purchased by the institutes with assistance of any State Government grant.

I hereby also declare that there is no court case and/or any Government dues pending.

I also declare that I am duly authorized to sign an application and details and documents submitted in this application.

**Note:** Any financial transactions / expenditure statements must be signed by the authorized signatory of the institute and certified by the auditor/ chartered accountant.

**Date:**

Signature of  
Authorized Signatory

**Place:**

Seal of the organization

## **6. Guidelines for availing incentives under Scheme 1. Assistance to establish research & Development / Product Development centre:**

### **6.1 Eligible Institutions:**

- The eligible institutions intending to apply under the scheme has to satisfy following Eligibility Criteria.
  - I. The Institution/ Industrial Association / Professional Bodies must be recognised R&D institute/ organization by CSIR /DSIR.
  - II. The Entity must be a legal entity such as company, partnership firm including LLP, society, trust, industrial co-operative society, or proprietary concern
  - III. The entity should be engaged or to be engaged in the manufacture, production, processing or job work of articles.

### **6.2 Eligible Activities:**

- The Following TWO activities are considered to be eligible activities under the scheme.
  - I. Setting up / establishing R&D Centre with the sole objective of undertaking scientific, industrial and/or technological research and development.
  - II. Setting up / establishing Product Development Centre with the objective to improve the designs, process and manufacturing operations etc.

### **6.3 Quantum of Assistance**

- The assistance for establishing Research & Development / Product Development centre under the scheme are as under.
  - I. The eligible institutions can avail assistance up to 30% of the investment made in Machineries, Equipment, Hardware & Software and related assets required for the R&D activities

- II. The Project cost of land and building are not eligible for assistance under the scheme.
- III. The Quantum of assistance is limited to a maximum up to Rs.5 crores for one or more activities as specified in para 1.2 of the GR during the operative period of the scheme.

#### **6.5 Terms & Conditions:**

- I. The Applicant Enterprise / Institutions shall maintain separate book of accounts.
- II. The Applicant Enterprise / Institutions shall have to follow the terms and conditions mentioned in the In-principal Approval letter with respect to project implementation and disbursement of assistance under this scheme.
- III. The institution shall not get any assistance in case the assets not acquired in stipulated period mentioned in In-principal Approval letter during operative period of scheme.
- IV. The Applicant Unit / Enterprise shall have to remain in operation at least for Five years.
- V. The SLEC is empowered to withdraw the approval given under this scheme, if applicant fails to comply with any of the conditions of In-principal Approval letter.

## 7. Checklist for Scheme 1:

<b>Checklist for Sanction Application Scheme 1: Assistance to establish Research &amp; Development / Product Development Centre.</b>		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1	Application in the prescribed format	
2	Copy of Registration of the Institution/ Industry / enterprise / Academia / Professional Body issued by competent authority	
3	Copy of CSIR/ DSIR Recognition Letter	
4	Project report covering target research sector, Objective of establishment of R&D Center / Product Development Centre, Proposed Facilities, Technology, Project Cost and Means of Finance, Recurring Expenditure, Project Implementation Schedule.	
5	Details of progress report / outcome of earlier sanctioned projects by IC office (If Any)	
6	Audit Reports of Last Two Years	
7	All documents signed by the authorized signatory	
8	Notarized Undertaking in prescribed format	
9	GPCB Consent (CTE /CCA – If Applicable)	

## **8. Guidelines for Availing Incentives under Scheme 2. Assistance for Contract/ Sponsored Research Work:**

### **8.1 Eligible Institutions:**

- The eligible institutions intending to apply under the scheme has to satisfy following Eligibility Criteria.
  - I. All Research and Development Institutions recognised by CSIR/DSIR
  - II. Institutions set up by GoG / Gol.
  - III. AICTE approved institutions / professional colleges, (including autonomous as well as those colleges affiliated to Universities)
  - IV. Any other institution as approved by SLEC.

### **8.2 Eligible Activities:**

- The eligible activity under the scheme is Contract / Sponsored Research project carried out by Eligible institutions.
- The Eligible institute can take Contract / Sponsored Research work proposals from Industrial Associations, Individual industrial undertaking, Government or any other agency as approved by SLEC.

### **8.3 Quantum of Assistance:**

- The assistance for Contract / Sponsored Research work under the scheme are as under.
  - I. The eligible institutions can avail assistance up to 50% of the Project cost.
  - II. The Project cost of land and building are not eligible for assistance under the scheme.
  - III. The Quantum of assistance is limited to a maximum up to Rs.50 lakhs during the operative period of the scheme.

#### **8.4 Terms & Conditions:**

- I. The Institute taking Contract/ Sponsored Research Work will have to produce the Agreement letter of Industry or Industrial association for the said work and sharing of the cost of project.
- II. The eligible institutions can avail assistance up to 50% of the Project cost and remaining cost is to be bear by the proponent of the project.
- III. The Institute shall have to furnish a copy of the target Research work along with the outcome of the said work, details of benefited Industries / Sector / Cluster to the office of Industries Commissioner.

## 9. Checklist for Scheme 2:

<b>Checklist for Sanction Application</b> <b>Scheme 2: Assistance for contract research work.</b>		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1	Application in the prescribed format	
2	Copy of Registration of the Institution / organization issued by competent authority	
3	Copy of CSIR/ DSIR Recognition Letter	
4	Project report covering Target Research Sector, Objective Of Research Work To Be Carried Out, Project Cost And Means Of Finance, Project Implementation Schedule, List Of Beneficiary Units	
5	Details of Progress Report or Outcome of earlier sanctioned Contract Research project by IC office with progress / outcome (If Any)	
6	Undertaking of beneficiary industry/ promoter to share proportionate cost of project	
7	Last two years Annual reports	
8	All documents signed by the authorized signatory	
9	Notarized Undertaking in prescribed format	



## **10. Guidelines for Availing Incentives under Scheme 3. Assistance to R&D Institutions / laboratories set up by State Government or by Government of India:**

### **10.1 Eligible Institutions:**

- All Research and Development Institutions recognised by CSIR/DSIR which is set up by Government of Gujarat or Government of India will be considered as Eligible institutions for the purpose of this scheme.

### **10.2 Eligible Activities:**

- The eligible activities under this scheme are as given below.
  - I. Setting up of new laboratory
  - II. Strengthening of existing laboratory
  - III. Strengthening, Modernization and Addition / Up-gradation of existing facilities.

### **10.3 Quantum of Assistance**

- Need based assistance for setting up of new R&D institutions / laboratories shall be provided under this scheme.
- Need based assistance to R&D institutions/ laboratories set up by State Government or Government of India shall be provided under this scheme.
- The proposal under this scheme shall be placed before the State Level Empowered Committee.
- The application will be scrutinised by the SLEC and after due diligence by the committee, the application will be submitted along with recommendation to the government for suitable decision.

### **10.4 Terms & Conditions:**

- I. The Institute have to produce supporting document/s showing that the institute is set up by the state Government or Government of India at the time of application under this scheme.

- II. The Applicant Institutions shall have to follow the terms and conditions mentioned in the In-principal Approval letter with respect to project implementation and disbursement of assistance under this scheme.
- III. The SLEC may prescribe other terms and conditions which will be binding to the applicant.

## 11. Checklist for Scheme 3:

<b>Checklist for Sanction Application</b> <b>Scheme 3: Assistance to R&amp;D institutions/ laboratories set up</b> <b>by State Government or Government of India</b>		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1	Application in the prescribed format	
2	Copy of Registration of the Institution / organization with competent authority	
3	Copy of Government Resolution / Notification indicating that the institute / organization is established by GoG / GoI	
4	Copy of CSIR/ DSIR Recognition Letter	
5	Project Report covering Target Research Sector, Proposed Facilities, Technology, Project Cost And Means Of Finance, Revenue Projection For Five Years, Working Capital Requirements, Project Implementation Schedule, Details Of Beneficiaries	
6	Details of progress report for earlier sanctioned projects by IC office with progress / outcome (If Any)	
7	Last two years Annual reports	
8	All documents signed by the authorized signatory	
9	Notarized Undertaking in prescribed format	

## **12. Guidelines for Availing Incentives under Scheme 4. Assistance to Industrial Association for establishment of R&D Laboratories:**

### **12.1 Eligible Institutions:**

- The R&D laboratory recognised by CSIR/DSIR and which is set up by an Industrial Association will be eligible for assistance under this scheme.

### **12.2 Eligible Activities:**

- Setting up of new R&D laboratory with all necessary infrastructures and facilities.

### **12.3 Quantum of Assistance**

- Assistance to R&D laboratory set up by recognised Industrial Association will be eligible for assistance up to 60% of the project cost.
- The Project cost includes Machinery and Equipment, Hardware & Software required for research and such related assets required for the R&D activities.
- The Assistance under this scheme is subject to a maximum of INR 5 crores.

### **12.4 Terms & Conditions:**

- I. The Industrial association should be registered by competent authority.
- II. The Certificate of Recognition from CSIR /DSIR for R&D Laboratory shall have to be obtained by the applicant association and produce at the time of applying for the scheme.
- III. The SLEC may prescribe other terms and conditions which will be binding to the applicant.
- IV. The SLEC is empowered to withdraw the approval given under this scheme, if applicant fails to comply with any of the conditions of In-principal Approval letter or terms & conditions of this scheme amended from time to time.

### 13. Checklist for Scheme 4:

<b>Checklist for Sanction Application</b> <b>Scheme 4: Assistance to Industrial Association for establishment of laboratories.</b>		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Remarks</b>
1	Application in the prescribed format	
2	Copy of Registration of the Industrial Association with competent authority	
3	Copy of Rules & Regulations of Association submitted for Registration to competent authority	
4	Copy of CSIR/ DSIR Recognition	
5	Project report covering Target Research Sector, Proposed Facilities, Technology, Project Cost And Means Of Finance, Revenue Projection For Five Years, Project Implementation Schedule, Details Of Beneficiaries	
6	Last two years Annual / Audit reports	
7	All documents signed by the authorized signatory	
8	Notarized Undertaking in prescribed format	
9	GPCB Consent (CTE/CCA)	

## **14. General Terms & Conditions:**

- I. The applicant shall have to apply for assistance to the Office of Industries Commissioner in prescribed Application Form along with DPR and all necessary documents as per the checklist signed by the authorised person shall have to be submitted to the Office of Industries Commissioner.
- II. The project for the eligible activities under the scheme should have separate identifiable eligible fixed capital investment.
- III. The Applicant Institutions shall maintain separate book of accounts.
- IV. The Assets acquired and the actual expenditure incurred only during the operative period of the policy shall be eligible for the assistance under the scheme.
- V. The investment made by the applicant after the Date of application submitted to the Office of Industries Commissioner for the assistance under the scheme shall be considered eligible for assistance.  
  
However, for those applicant who have applied for assistance under the scheme before the Date of declaration of this Operating Guideline (i.e. Dt.27/07/2022), the Investment done from the Date of Implementation of the GR (i.e. Dt.07/08/2020) to the Date of declaration of Operating Guideline (i.e.Dt.27/07/2022) shall be considered Eligible for assistance, provided that, it satisfies other conditions of the GR.
- VI. With a view that maximum applicant units/institutions can avail benefit of incentive scheme, appropriate allocation of available grants can be made, Research and Development activities can be promoted at the MSME level as well, and products meeting with international quality and global standard can be produced within the state, it has been decided in the 2ND meeting of the State Level Empowered Committee (SLEC) to provide assistance as below taking into account the eligible project cost of the proposed project.

Sr. No.	Eligible Project Cost	Proposed Assistance
1	Up to Rs. 1.00 Crore	30% of Eligible Project Cost
2	From Rs.1.00 Crore to Rs.5.00 Crore	20% of Eligible Project Cost
3	From Rs.5.00 Crore to Rs.10.00 Crore	10% of Eligible Project Cost
4	Above Rs. 10.00 Crore	5% of Eligible Project Cost

- *For example,*
  - *If the **Eligible Project Cost of a project is Rs.70.00 lakhs**, then as per the above norms, **Rs.21.00 lakhs will be eligible assistance** at the rate of 30% of the eligible Project Cost of a project (**up to Rs.1.00 crores**).*
  - *If the **Eligible Project Cost of a project is Rs.3.00 crores**, then as per the above norms, Rs.30.00 lakhs will be eligible for assistance at the rate of 30% of the Eligible Project Cost of a project of Rs.100.00 lakhs (**up to Rs.1.00 crores**) + Rs.40.00 lakhs will be eligible for assistance at the rate of 20% of the eligible Project Cost of a project of Rs.200.00 lakhs (**from Rs.1.00 crores to Rs.5.00 crores**), making a total assistance of **Rs.70.00 lakhs**.*
  - *If the **Eligible Project Cost of a project is Rs. 15.00 crore**, then as per the above norms, Rs. 30.00 lakh as per 30% of the Eligible Project Cost of a project of Rs. 100.00 lakh (**up to Rs. 1.00 crore**) + Rs. 400.00 lakh as per 20% of eligible Project Cost of a project (**Rs. 1.00 crore to Rs. 5.00 crore**) + Rs. 80.00 as per 10% of the eligible Project Cost of a project of Rs. 50.00 lakh (**from Rs. 5.00 crore to Rs. 10.00 crore**) + Rs. 25.00 lakh as per 5% of the eligible Project Cost of a project of Rs. 500.00 lakh (**above Rs. 10.00 crore**) and the total assistance is **Rs. 185.00 lakh**.*

- VII. Recurring Expenditure, if any, will not be considered eligible for the assistance under the scheme.
- VIII. The assistance will be sanctioned subject to the Terms & Conditions mentioned in the resolution of the Scheme and as specified by the SLEC.

- IX. The Applicant institute shall have to submit Notarised Undertaking regarding confirming Terms and Conditions of the scheme and In-principal Approval letter.
- X. The assistance will be disbursed after a Physical Inspection is carried out. After Inspection of the Unit / Institution, based on the recommendation of the Inspection team, the assistance to the Unit / Institution shall be disbursed subject to the availability of funds.
- XI. The Applicant Institutions shall have to follow the terms and conditions mentioned in the In-principal Approval letter with respect to project implementation and disbursement of assistance under this scheme.
- XII. Applicant shall have to provide utilization certificates for the assistance received within financial year for the purpose for which they have received, on quarterly basis to the Office of Industries Commissioner.
- XIII. Assistance shall not be released if the utilization certificate is not submitted for the previous financial year.
- XIV. It may be noted that market research, work & methods study, operations & management research, testing & analysis of routine nature for operation, process control, quality control and maintenance of day to day production, maintenance of plant shall not be considered as R&D activities.
- XV. If Enterprise / Institution fails to comply with the terms and condition of the Government Resolution of Scheme, Guidelines and amendments thereof, it may lead to cancellation of the sanction and discontinuation of disbursement of assistance and debarment from scheme.
- XVI. The SLEC is empowered to withdraw the approval given under this scheme, if applicant fails to comply with any of the conditions of In-principal Approval letter or fails to comply terms & conditions of this scheme from time to time.
- XVII. In case of any dispute, the decision of SLEC shall be treated as final.



## 15. Sanctioning Authority:

- The **State Level Empowered Committee (SLEC)** consisting of following members is constituted for sanction of assistance with respect to various proposals received under the scheme.

1	ACS/PS/Secretary, Industries and Mines Dept.	Chairman
2	Industries Commissioner	Member
3	Representative of GCCI	Member
4	Financial Advisor, Industries & Mines Dept.	Member
5	Joint/Deputy Secretary, Industries & Mines Dept.	Member
6	Additional Industries Commissioner	Member
7	Sector Specific Technical Expert will be co-opted as an invitee	Member
8	Joint / Deputy Commissioner of Industries	Member Secretary

## 16. Contact Person

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