Ministry of Environment, Forest and Climate Change
Government of India
सत्यमेव जयते

National Mission on Himalayan Studies (NMHS)

1st Call for Demand-Driven Research & Pilot Demonstration
Project Grant under NMHS 2025-26

Realizing the significance of the Himalaya in the sustainable development of the nation, the "National Mission on Himalayan Studies (NMHS)" is being implemented since 2015-16 across the Indian Himalayan Region (IHR) with a Vision "*to support the sustenance and enhancement of the ecological, natural, cultural and socio-economic capital assets and values of the Indian Himalayan Region (IHR)".*

For the current year 2025-26, project proposals are invited under NMHS from individuals working in reputed Institutions/Universities/Organizations equipped with adequate resources and prior proven demand-driven action Research and Development (R&D) experience, addressing one or more of the following Identified Thrust Areas under specific Broad Thematic Areas (BTAs). The proposals submitted under NMHS should complement national priorities such as "Lifestyle for Environment (LiFE)", "Self-Reliant Bharat", "Swachh Bharat Abhiyaan" as well as supplement the international commitments like Sustainable Development Goals (SDGs), India's Nationally Determined Contributions (NDCs) in the IHR. The project proposals should also take cognizance of the NMHS cross-cutting themes, i.e. gender equality and climate change.

The Identified Thrust Areas (ITAs) for submission of proposals under different BTAs of the Mission-NMHS are as follows:

S#	Identified Thrust Areas (ITAs)	Broad Thematic Areas (BTAs)
1.	• Flood and landslide risk mitigation • Community-managed Water Governance Model in Himalayan villages • Smart & Precision Water Management for Himalayan Agriculture • Sustainable Water Resources Development in IHR and their impacts • Efficient and decentralized water supply/ distribution systems for urban and peri-urban areas in IHR • Environmental flows (e-flows) for maintaining river ecosystems • Improving water use efficiency • Location-specific mapping of local hydrogeological and socio-economic settings at aquifer scale	Water Resource Management (WRM) ***Complementing & Supplementing*** –SDG 6, SDG 13, and SDG 15
2.	• Farm-to-Table and GI-tagged Products to boost rural economy along with addressing environmental challenges. • Farm to Fuel: Energy Solutions from agro-waste • Traditional Knowledge blended with Modern Design & Tools for Livelihood development • Circular Economy Models for Sustainability and Employment • On- and Off-Farm Livelihood Innovations for Sustainable Himalayan Ecosystems	Livelihood Options & Employment Generation (LOEG) ***Complementing & Supplementing*** –SDG 1, SDG 8, SDG 9, SDG 11
3.	• Microhabitat restoration of high-altitude grasslands and alpine pastures under climate stress • Community-managed High-altitude Biodiversity Hotspots for Climate Resilience and Ecosystem Services and their conservation • Green Accounting and Ecosystem Service Valuation Frameworks for Himalayan landscapes for improved policy making in the IHR • Seed banks & indigenous crop preservation for food security	Biodiversity Conservation & Management (BCM) ***Complementing & Supplementing*** –SDG 2, SDG 12, SDG 14, and SDG 15
4.	• Skill Hubs for Himalayan Youth, focusing on Green Tourism, Smart Farming and Digital Livelihoods, Agri-value Chain Platforms • E-Learning Hubs and Telemedicine in Remote Border Villages • Geo-tagged green infrastructure planning tools for Himalayan hill towns. • Sustainable Infrastructure Auditing Toolkits	Skill Development & Capacity Building (SDCB) ***Complementing & Supplementing*** –SDG 1, SDG 5, SDG 10, and SDG 12

5.	• Climate-Resilient Road Infrastructure/ Pathways • Digital-Physical Integration (Smart Mobility) • GIS-based route planning for disaster-prone zones • Solar-integrated Footpaths and Ropeways • Connectivity for Perishable Produce Supply Chains	Physical Connectivity (PC) ***Complementing & Supplementing*** –SDG 9, SDG 11
6.	• Waste to energy • Decentralized waste energy models • Reducing pollutions through sustainable waste management • Plastic-Free Himalayan Pilgrimages: Waste Monitoring & Sustainable Alternatives • Models for Material Recovery Facilities (MRFs) for recyclables (plastic, glass, metal) • Waste Upcycling Initiatives/ Models • Panchayat-led Waste Management Models.	Handling of Waste (HW) ***Complementing & Supplementing*** – SDG 12, SDG 11, SDG 13, SDG 15

The interested individuals working in reputed Institutions/ agencies may submit the research proposal in the prescribed format in their area(s) of expertise along with the Endorsement Certificate from the Head of the Institution and detailed bio-data of the PI and Co-PIs. The detailed project submission guidelines and prescribed formats for preparing Project Proposal are available on the websites of the NMHS-PMU: http://nmhs.org.in; https://gbpihed.gov.in/index.php; and https://moef.gov.in/

Proposal Submission Procedure: The complete proposal prepared in the prescribed NMHS should be **submitted through Online Portal of NMHS**: **https://newprojectsubmission.nmhs-himal.res.in/ before 5:00 PM on 15th June 2025** *(extended due date)*.

29/5/25

Administrative Officer
GBP NIHE HQs

National Mission on Himalayan Studies (NMHS)

Guidelines for Submission of Project Proposals under 1st Call for NMHS 2025-26 Project Grant

(1st Call for Demand-Driven Action Research & Pilot Demonstration Project Proposals)

NMHS Guidelines for Project Grant Facilities

1. Introduction

The National Mission on Himalayan (NMHS) was introduced to deliver on –the-ground results for the well-being of the Indian –Himalayan Region (HR) and mountain communities in the region.

Projects that are supported by the NMHS funding are expected to address one or more of the Broad Thematic Areas (BTAs) within the context of the NMHS and its Vision.

1.1. Broad Thematic Areas (BTAs)

The projects under NMHS should address the following Broad Thematic Areas:

i. Water Resource Management;
ii. Livelihood Options and Employment Generation;
iii. Biodiversity Conservation and Management;
iv. Skill Development and Capacity Building;
v. Physical Connectivity and
vi. Handling of waste.

1.2. Cross- Cutting Issues

All projects supported by the NMHS Grants are expected to address the NMHS crosscutting issues namely, climate change and gender equality.

1.2.1. Climate Change

The projects must take into cognizance the likely impacts of climate change and climate variability including climate-related problems already encountered or likely to be encountered at the local level (defined by the project system boundary) and the likely climate-driven impacts on the system. The Projects must include a strategy to identify and address these impacts to ensure that interventions are climate proofed.

1.2.2. Gender Equity

The projects should take into account gender equality aspects. Special attention should be paid to differences between men and women with respect to: access to and use of resources (including but not limited to, generation and use of income); observed practices and patterns of participation in decision-making; social beliefs and perceptions; laws, policies, and institutions that may affect men and women’s participation in the project.

2. Categories of Projects

There will be two (2) categories of NMHS Grants – Category I: less than Rs. 5 crore and Category II: Rs. 5 to 15 crore.

The projects are expected to address the problems identified by comprehensive situation analysis and they should be founded on well-constructed monitoring frameworks with clear objectives and outcomes/ impacts to enable potential changes brought about by the projects to be reported on clearly.

Criteria	**Category I**	**Category II**
Objective	Pilot projects; Localized interventions; Interventions with limited scope	Projects with large spatial and thematic expanse
Project Size	Total budgetary outlay up to INR 5 crore. However, the STAG may decide to limit the funding depending on the situational context.	Total budgetary outlay between 5 and 15 crore However, the STAG may decide to fix the funding depending on the situational context.
Project Duration	1 to 3 years	2 to 3 years
Partnership with the local community	Projects would follow a participatory approach and proposal should be developed in partnership with the local community .	Projects would follow a participatory approach and proposal should be developed in partnership with the local community .
Project sustainability	The proposal should clearly specify how the project/ benefits associated with the project will continue after NMHS funding ceases.	The proposal should clearly specify how the project/ benefits associated with the project will continue after NMHS funding ceases.
Eligibility of Organization/ Institution	Open to Ministries, Government Departments, academic and research institutes, national/ local Non-Governmental Organizations (NGO), Community Based Organizations (CBO), small businesses, management boards, enterprises, Trusts etc., Applicants listed above are supposed to partner with Ministries and Government Departments, wherever appropriate.	Open to Ministries, Government Departments, academic institutions and research bodies.

2.1. Eligibility Criteria for project proponents

Proposals for funding under NMHS will be considered only to those proponents who meet the following criteria:

- Project proponents should have been registered with an appropriate national authority for a minimum of two years.
- They should have demonstrated a proven, or otherwise strong potential capacity to implement participatory and community-based projects in one or more relevant fields including community development, mountain ecosystem rehabilitation and conservation/ sustainable use/ management of natural resources.
- They should have scientific or professional credibility as recognised by the peer review process.
- They should be able to demonstrate capacity and experience in project management and financial administration.
- A proponent who has been a recipient of a previous grant can be awarded another grant only after successful completion of the previous project, evidence by approved final technical and financial reports.
- Proposals from academic and research institutes must demonstrate the applied nature of the research proposed and clearly indicate how the local communities are involved.
- The proponents must successfully complete a due diligence check undertaken by the NMHS.
- As per the directive of the Government of India, an NGO must be registered on the Darpan Portal of NITI Aayog and should submit the Darpan Portal Registration Number alongwith the proposal.

2.2. Limitations on Eligibility

Financial support under NMHS will not be granted to:

- Pure scientific research falling in the mandate of Department of Science & Technology, Ministry of Earth Sciences, Ministry of Agriculture & Cooperation and Department of Biotechnology;
- Travel and subsistence assistance for participation of non-official members in conferences and courses, unless they are organized within the NMHS region and it can be justified as a vital and integral contribution to the activities of the project and/or to prioritized regional knowledge sharing;
- Proponents who have defaulted previously in grant management, or who did not fulfil their contractual obligations, or who had their contracts cancelled.

- In case of individuals, they may route their proposals through/ recognized/ registers organizations.

2.3. Role and responsibility of Stakeholders

The proposal should clearly indicate the involvement, roles, and responsibilities, if any, of the key stakeholders, including the Government where relevant.

3. Project Implementation

Two or more partners are expected to be involved in the implementation of the proposed project, with the lead partner clearly indicated, the existing (or potential) working and communication arrangements between the partners should also be explained clearly.

3.1. Process flow for approval of projects

The process cycle starts with the call for proposal and end with the approval of Final Technical Report and subsequent release of funds withheld as detailed below:

3.1.1. Call for Proposal

Maximum publicity is given to the call for proposals through placing the call for projects on websites of NMHS/GMB Pant/Ministry. It is also proposed to obtain project proposals by organizing regional project evaluation workshops/meetings with the aim of providing equal opportunities for Institutions/individual experts from different parts of the Himalaya.

3.1.2. Submission of Proposal

Proponents should submit a brief of project proposal as a Concept Note in the prescribed format (Annexure 1) along with a full proposal based on a format provided (Annexure 2).

3.1.3. Design and Planning of Proposals

The proposal should be based on a clear problem identification following a comprehensive situation analysis, and should be presented following the prescribed formats. The short-listed proponents may also be asked to undertake training in Project Cycle Management organized by NMHS to ensure that objectives and outcomes of the proposed projects are clearly defined and presented following the HS standards and requirements.

3.1.4. Project Approval

A peer review/ external evaluation of the proposals will be done by thematic experts or thematic Working Group of STAG. The Working Groups may also

co-opt experts as necessary. The recommendations of these appraisals will be used for further improvement of the proposals, as required.

The proposals received for funding through open advertisement may also be sent to the independent experts for evaluation by the Institute. The evaluation report of the experts in respect of project proposals received through open advertisement and report of the expert committee/ thematic working groups for the project proposals evaluated in the project evaluation workshops/meeting shall be placed before the STAG which may invite the project proponents for making presentation of the project before taking any decision.

Recommended proposal, when endorsed by the STAG, will be considered by the Steering Committee for final approval. NMHS-PMU will enter into a contract with the proponent.

3.1.5. Administration, Oversight and Execution

The selected proponents will have to enter into an agreement with the PMU-NMHS. The projects will be managed by the PMU-NMHS for CS-I Division whole implementation will be overseen by the PMU under the guidance of the STAG.

3.1.6. Funding Pattern

The release of the total sanctioned amount for an approved project will be made as per the following plan of release.

Project Duration	**Release Amount (*as percentage of total project cost*)**			
	1st instalment	**2nd instalment**	**3rd instalment**	**Withheld amount (*to be released after FTR approval*)**
1 year	60%	30%		10%
2 year	50%	40%		10%
3 year	30%	30%	30%	10%

Any change in the above plan of release can be considered only on a case-to-case basis with the approval of Chairperson, Steering Committee.

All releases would be made through the PFMS system in accordance with the instructions of Department of Expenditure.

All subsequent instalments shall be released only upon 75% utilization of previously disbursed amounts and on receipt of satisfactory progress and financial reports reports on progress and financial statements/ bills/ vouchers, etc. in original in case of settlement of the advance taken.

Progress report, Utilization Certificates (UCs), and the Expenditure Statement shall be submitted along-with the request for release of the next instalment.

The final instalment will be considered for release only after approval of Final Project Report (FTR) by the Steering Committee.

3.1.7. Monitoring, Learning and Evaluation (MLE)

NMHS-PMU shall arrange MLE sessions at six-monthly intervals. The MLE team will comprise of at least one STAG Member, and one CS-I Division/ PMU representative. Additionally, CS-I Division may co-opt other national or international experts. The Grantee is expected to assist the MLE sessions by providing access to the project sites and other information, as requested.

3.1.8. Extension of project duration

The duration of the project includes the period for the submission of the Final Technical Report (FTR). In the unlikely event of a project being unable to complete within the approved duration, extension of the project upto maximum of 1 more year, with no increase in project cost, may be considered by STAG. The recommendation of STAG would be considered by the Additional Secretary/ Joint Secretary (in-charge) in the Ministry for the extension of project duration. Projects so considered by STAG and approved for extension of duration will be reported to the Steering Committee in its next meeting.

3.1.9. Reporting

The project proponent would make periodic progress and financial reports and Utilization Certificates (UCs) as outlined in the Sanction/ Agreement. These will be used for project monitoring and as a basis for grant disbursement.

3.1.10. Closure of the project

A project would be considered as closed in all respects once the Final Technical Report (FTR) is approved by the Steering Committee.

The FTR, complete in all respects, is to be submitted within the project duration approved. The PIs will submit the FTR to the NMHS-PMU in the prescribed proforma. NMHS-PMU would arrange for review of the FTR by subject experts and place the same in the STAG for recommendation of the acceptance. Steering Committee would consider the recommendation of the STAG on FTR for final closure of the project

The following shall be ensured in the case of FTR submission:

i. The last instalment of 10% of the total project cost would be released only after the Steering Committee has approved the FTR.
ii. The PI and the institution which do not submit the FTR even six months after the end of the scheduled time period will not be funded by the Ministry in the future.
iii. The Head of the Institution (Vice Chancellor/ Registrar/ Director) where the PI is located should be intimated regarding the non-submission of the

FTR and the decision of the Government to suspend future funding to the Institution.

iv. A list of such PIs and Institutions would be circulated among all Government Agencies that fund research.

v. NMHS may initiate an internal or external financial audit during or after completion or project implementation.

4. Information Dissemination

Key consideration in all NMHS Projects it that information generated from the projects should be freely available for dissemination. Thus, it is required that the Project Proponent/ Grantees will provide NMHS-PMU unhindered access to all information (written material, sound and video recordings, including films, maps photography, and any other materials in any other medium) generated under the projects. The Final Technical Reports (FTRs) of all NMHS projects, once approved, should be invariably uploaded on the NMHS website. NMHS also encourages the grantees to freely disseminate all processed information amongst the project stakeholders and public.

5. User Charges and Transfer of Assets

“User charges" for equipment purchased under the Scheme shall be levied from all such institutions/ persons using such facility for sustaining the operation and maintenance (O&M) of the equipment during and beyond the project period.

Beyond project period, the equipment shall be transferred to the parent/ host institutions wherein the project was being implemented. Details of these and an Undertaking to this effect are to be furnished by the PI as part of project proposal as per prescribed format. The parent institution can continue to levy user charges for use of the equipment and make available the use of such equipment for all such institutions requiring such facility. The details of charges so collected should be properly recorded and records maintained thereof and the charged amount so collected shall be deposited in the bank account of Institution and used for O&M of the equipment during and beyond project period.

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Table 1: Identified Thrust Areas under each Broad Thematic Areas

S#	Identified Thrust Areas (ITAs)	Broad Thematic Areas (BTAs)
1.	• Flood and landslide risk mitigation • Community-managed Water Governance Model in Himalayan villages • Smart & Precision Water Management for Himalayan Agriculture • Sustainable Water Resources Development in IHR and their impacts • Efficient and decentralized water supply/ distribution systems for urban and peri-urban areas in IHR • Environmental flows (e-flows) for maintaining river ecosystems • Improving water use efficiency • Location-specific mapping of local hydrogeological and socio-economic settings at aquifer scale	Water Resource Management (WRM) ***Complementing & Supplementing –*** SDG 6, SDG 13, and SDG 15
2.	• Farm-to-Table and GI-tagged Products to boost rural economy along with addressing environmental challenges. • Farm to Fuel: Energy Solutions from agro-waste • Traditional Knowledge blended with Modern Design & Tools for Livelihood development • Circular Economy Models for Sustainability and Employment • On- and Off-Farm Livelihood Innovations for Sustainable Himalayan Ecosystems	Livelihood Options & Employment Generation (LOEG) ***Complementing & Supplementing –*** SDG 1, SDG 8, SDG 9, SDG 11,
3.	• Microhabitat restoration of high-altitude grasslands and alpine pastures under climate stress • Community-managed High-altitude Biodiversity Hotspots for Climate Resilience and Ecosystem Services and their conservation • Green Accounting and Ecosystem Service Valuation Frameworks for Himalayan landscapes for improved policy making in the IHR • Seed banks & indigenous crop preservation for food security	Biodiversity Conservation & Management (BCM) ***Complementing & Supplementing –*** SDG 2, SDG 12, SDG 14, SDG 15,
4.	• Skill Hubs for Himalayan Youth, focusing on Green Tourism, Smart Farming and Digital Livelihoods, Agri-value Chain Platforms • E-Learning Hubs and Telemedicine in Remote Border Villages • Geo-tagged green infrastructure planning tools for Himalayan hill towns. • Sustainable Infrastructure Auditing Toolkits	Skill Development & Capacity Building (SDCB) ***Complementing & Supplementing –*** SDG 1, SDG 5, SDG 10, SDG 12,
5.	• Climate-Resilient Road Infrastructure/ Pathways • Digital-Physical Integration (Smart Mobility) • GIS-based route planning for disaster-prone zones • Solar-integrated Footpaths and Ropeways • Connectivity for Perishable Produce Supply Chains	Physical Connectivity (PC) ***Complementing & Supplementing –*** SDG 9, SDG 11
6.	• Waste to energy • Decentralized waste energy models • Reducing pollutions through sustainable waste management • Plastic-Free Himalayan Pilgrimages: Waste Monitoring & Sustainable Alternatives • Models for Material Recovery Facilities (MRFs) for recyclables (plastic, glass, metal) • Waste Upcycling Initiatives/ Models • Panchayat-led Waste Management Models	Handling of Waste (HW) ***Complementing & Supplementing –*** SDG 11, SDG 12, SDG 13, SDG 15

Latest Fund Flow Procedure under NMHS Grants

The funds under NMHS Grants will be regulated in accordance with the provisions contained in the guidelines of the Department of Expenditure and MoEF&CC as per General Financial Rules (GFRs), 2017, as amended from time-to-time, read with Government of India's decisions incorporated thereunder and any other guidelines which may be issued in this regard.

The latest Terms & Conditions to be followed for release of funds under NMHS grants are as follows:

(i) The funds release will be on adjustment basis, as per the actual expenditure. The FY 2023-24 onwards, the 'Original Bills' will be raised and submitted under the ONLY following specific seven (07) 'Budget Heads' with respective 'Sub-Heads' by the NMHS-Project PI/ Proponent to NMHS-PMU at GBP NIHE HQs, Almora, Uttarakhand.

(ii) Subsequent instalments to the project under different heads will be released ONLY after utilization of 75% of the fund released under respective budget head. Such requisition of the fund or the next instalment demand should be submitted by the Project Proponent/ PI in consolidated manner with Original Copies of Complete Bills and Vouchers along with the latest progress report to the NMHS-PMU in softcopies *via* e-mail as well as hardcopies *via* speed post. Please take note of the following updated provisions to maintain the NMHS grant in compliance:

S#	Budget Head	1st instalment **(30% of Project Cost)**	2nd Instalment **(Upon 75% utilization of 1st instalment)**	Subsequent Instalment*	Total
1.	Professional Services[1]				
2.	Training Expenses[2]				
3.	Domestic Travel Expenses[3]				
4.	Office Expenses[4]				
5.	Printing and Publication[5]				
6.	Digital Equipment[6]				
7.	Materials and Supplies[7]				
	Total				

*Only 10% of the final instalment will be withheld and released after closure of the project on final approval of the Competent Authority, NMHS.

(iii) These Original Bills under the NMHS-funded project need to be submitted very attentively and in timely manner on 75% utilization of the released NMHS Grant under the specified 07 main 'Budget Heads' with respective 'Sub-heads' immediately. The appropriately and timely processed original bills will facilitate the bills checking process ahead, without causing any delay and thus expediting the subsequent NMHS Grant release towards ensuring continuity of project activities and its target deliverables within the stipulated time. The following Checklist need to be followed for adjustment of bills for different budget heads.

Checklist for the Original Adjustment Bills under different NMHS Budget Heads

S#	NMHS Budget Heads	NMHS Budget Sub-Heads	Checklist
1.	Professional Services:	Hiring charges to various services/ expertise of Govt. and Non-Govt. Institutions, Organizations for conducting Mission activities, and salary of consultants and others NMHS professional staff and payment to other departments for service rendered, Overheads. Number of manpower along with the designation and per month salary should be enlisted and submitted separately.	1. Contract Agreement of Services availed/ required.
2.	Training Expenses:	Capacity Building and Training Programmes, workshops, extension programs through State Govt. agencies.	1. Order of training with details of each participant. 2. Attendance Sheet of Training.
3.	Domestic Travel Expenses:	Traveling expenses during the professional services, field visit for various projects sites, and meetings.	1. Duly filled GFR-14A Bill. 2. Vouchers/ Bills of Tickets. 3. Order of Tours/ Trainings.
4.	Office Expenses:	Recurring and non-recurring contingent expenses, Stationary charges, other Office expenses and Contingency expenses during implementation of various activities, Minor office equipment, Office assistant and Data Entry Operators.	1. Vouchers/ Bills. 2. Copies of Contracts (in case of salary of contractual staff).
5.	Printing and Publication:	Printing and publication of the books, manuals, papers, etc.	1. Vouchers/ Bills. 2. Copies of Award of Contracts.
6.	Digital Equipment:	Hardware & software, Minor equipment, etc.	1. Vouchers/ Bills. 2. Copies of Award of Contracts.
7.	Materials and Supplies:	Lab supplies and materials store, such a light and sound systems, demonstrations models, pilot plant, educations supplies, agricultural supplies, chemical and glassware, spare parts and supplies and goods. A separate list along with per item cost with justification should be mentioned separately.	1. Vouchers/ Bills. 2. Copies of Award of Contracts.

(iv) Only 10% of the total project cost will be withheld from the final instalment of the project, and the same will be released only after acceptance of the Final Technical Report (FTR) of the project and on approval of the Competent Authority, NMHS.

(v) The final settlement of the project accounts would be done on receipt and acceptance of the consolidated and audited Expenditure Statement, Utilization Certificate (UC), and FTR by the Competent Authority, subject to fulfilment of GoI rules/ norms and conditions specified in the NMHS-Sanction Letter at the time of project approval.

These instructions are issued with the approval of the Competent Authority, NMHS.

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Requisite Annexes to be filled and submitted under NMHS:

Annexure No.	Particulars
Annexure-1.	*Template for* **Concept Note**
Annexure-2.	*Template for* **Full Proposal**
Annexure-3.	*Template for* **Information about the Proponent Organization**
Annexure-4.	*Template for* **Updating CVs of PI and Co-PIs**
Template	*Pro forma* – **Endorsement Letter** *from the Head of the Institution*

Annexure-1

Template for Concept Note: Small, Medium Grant and Large Grant Project

The Concept Note should be a maximum of four (4) pages [excluding the "Information on the Proponent Organization" and CV of PIs and Co PIs) (**Annexure 3 & 4**)].

Date of Proposal Submission

d	d	m	m	y	y	y	y

1.	Type of Proposal:	Category-I (≤5 Cr)		Category-II (>5 Cr or <15 Cr			
2.	Project Title:	[Should reflect the work of the project]					
3.	Project Site (attach a location map):						
4.	Scale of Project Operation:	National		Regional		Local	
5.	Lead Implementation Agency:	Name and Address of the Organization, website					
	Principal Investigator (PI):	[With contact details, Phone Fax, email and Mobile]					
	Co- Principal Investigator (Co-PI):	[With contact details, Phone Fax, email and Mobile]					
6.	Implementing partners:	Implementing Agency/ies with Name and Address, website					
	Key Persons of Implementing Partners with Contact Numbers:						
7.	Synopsis/ Rationale of the Project: (500 words)						
8.	Novelty of the Project with significance to NMHS/ IHR (200 words) why the project is necessary:						
9.	Proposed Objectives linked with Quantifiable Deliverables/ Outputs of the project (in						

	bullets):	
	Objectives	Quantifiable Deliverables/ Outputs
	• …… • ……. • ……. • ……	• …… • ……. • ……. • ……
10.	Envisaged Project Impacts	
11.	Proposed Project Budget (requested from NMHS)	

S#	Budget Head	Proposed Grant (in INR)
1.	Professional Services[1]	
2.	Training Expenses[2]	
3.	Domestic Travel Expenses[3]	
4.	Office Expenses[4]	
5.	Printing and Publication[5]	
6.	Digital Equipment[6]	
7.	Materials and Supplies[7]	
	Total	

12.	Contribution from Others Sources (Co-financing – in Cash or Kind):

Total Budget Requirements (%)	Financing Plan		
	Request from NMHS	On-Research	On-Ground
	XX%	YY%	ZZ%

Year- wise Budget Breakup

S#	Budget Head	1st year	2nd year	3rd year	Total
1.	Professional Services[1]				
2.	Training Expenses[2]				
3.	Domestic Travel Expenses[3]				
4.	Office Expenses[4]				
5.	Printing and Publication[5]				
6.	Digital Equipment[6]				
7.	Materials and Supplies[7]				
	Total				

Note: Please take note of following suggestions at the time of preparation of budget:

[1] ***Professional Services:*** Hiring charges to various services/ expertise of Govt. and Non-Govt. Institutions, Organizations for conducting Mission activities, and salary of consultants and others NMHS professional staff and payment to other departments for service rendered, overheads. Number of manpower along with the designation and per month salary should be enlisted and submitted separately.

[2] ***Training Expenses:*** Capacity Building and Training Programmes, workshops, extension programs through State Govt. agencies.

[3] ***Domestic Travel Expenses:*** Traveling expenses during the professional services, field visit for various projects sites, and meetings.

[4] ***Office Expenses:*** Recurring and non-recurring contingent expenses, Stationary charges, other Office expenses and contingency expenses during implementation of various activities, Minor office equipment, Office assistant and Data Entry Operators.

[5] ***Printing and Publication:*** Printing and publication of the book's manuals, papers, etc.

[6] ***Digital Equipment:*** Hardware & software, Minor equipment, etc.

[7] ***Materials and Supplies:*** Lab supplies and materials store, such a light and sound systems, demonstrations models, pilot plant, educations supplies, agricultural supplies, chemical and glassware, spare parts and supplies and goods. A separate list along with per item cost with justification should be mentioned separately.

Annexure-2

Template for Full Proposals: Under Category-I or Category-II

1	INTRODUCTION a) Background b) Project Area [It should capture the baseline of the project area including demography, socio-economy, biodiversity, forest & wildlife, natural resources and environment] c) Situation Analysis of the Area d) Identification Issues/ problems and justification for the Project e) How the Project is relevant to NMHS and National priorities. f) Identify the Project Beneficiaries g) Ongoing activities /other project or activities in support of this project h) Envisaged Impacts of the Proposed Project [It may be livelihood, socio-economy, biodiversity, forest & wildlife, natural resources and environment etc.]
2	PROJECT DESCRIPTION a) Aim, **Objectives,** and Goals b) Proposed Activities to Achieve Project Goals c) Describe the details of Activities (each activity separately) I. Methodology II. Focus Area of Action III. Performance Parameters/ Monitoring Indicators IV. Key Beneficiaries/ Stakeholders V. Envisaged Impacts VI. Innovation/ New/ Value-added [Activity table including activities, Methodology, Focused action, Performance parameters/ Monitoring indicators, Key Beneficiaries and expected results need to be provided] d) **Expected Outputs or Quantifiable Deliverables** of the project [PERT Chart may be given] e) Time Frame [with WBS and Gantt Chart showing each Activity and sub components]
3	PROJECT IMPLEMENTATION PLAN a) How project would be Implemented b) Identification of Project Partners and how they would be co-ordinated c) Details of Project Workers to be included d) A Block Diagram on Project Implementation Plan should be provided approach to be elaborated e) Exit strategy- how Outcomes be sustained after funding ceases
4	PROJECT MANAGEMENT AND CO-ORDINATION a) Financial Management and Procurement b) Identify Risks associated with Projects how these risks be addressed c) How Cross-Cutting Issues would be addressed in the Project d) How the project would be Sustainable and Replicable for wider benefits

	e) How project Information would be disseminated for better visibility
5	MONITORING, REPORTING & EVALUATION a) How Project progress would be reporting (Technical and Financial) b) Describe the Internal Progress Assessment arrangement c) How project would be Monitored d) Project Evaluation Strategy e) Attending Committee Meetings, Workshop
6	ANNEXURES a) Site description (with maps, photos where relevant) b) Detailed Budget and Disbursement Plan (Only on the heads of Accounts given in Concept Note Format) c) Project organization Chart d) TOR/Job Descriptions for all project implementing personnel e) Endorsement letters from Heads of Organizations and State Agencies

Annexure-3

Information about the Proponent Organization

Note: Please fill in this form online with the Concept Note and Full Proposal.

Project Title			
Name of the Organization*			
Mailing Address			
Visiting Address (if different from above)			
Telephone		Fax	
E-mail		website	
Mission and Goal of the Organization			
About the organization	Registration date:		
	Category:		
	Contact Person:		
	Number of staff:		
	No. of technical staff:		
Bank Account details	Account Name:		
	Bank Name:		
	Bank Address:		
	Account No.:		
	Other routing code:		
	Signatories' names		
References	Name, address and Tel No (Referee1):		
	Name, address and Tel No. Referee 2):		

Projects implemented during the last 5 years relevant to the theme of the current proposal

S#	Title of the project	Donor / Amount	Reference (Name/Tel/email)
1.			
2.			
3.			
4.			
5.			

(*) In case of Private/Non-Government Organisation Annual Reports of the Organisation and registration in Darpan Portal for the last three years need to be provided along with technical reports/Publications.

Annexure-4

Template for Updating CV of
Principal Investigator (PI) and Co-Principal Investigator (CO-PI)

1.	Submitted CV of PI/ CO-PI	PI				Co-PI						
2.	Name in full (in block letters)											
3.	Designation of PI/CO-PI											
4.	Date of Birth and Age as on Project submission date											
		d	d	m	m	y	y	y	y	Years	Months	Days
5.	Nationality											
6.	Sex	Male					Female					
7.	Address for correspondence (in block letters with pin code)											
8.	Contact mobile number/	mobile:										
	e-mail id	e-mail										

9. Educational Qualification

(a) Details of Examination Passed from Graduation onward to Ph.D.)

S#	Exam Passed/ Degree Awarded	University/ Institution/ Board	Year of Passing	Subjects Taken	Result with Division/ Class

(b) Details of Ph.D.

Title of Ph D Thesis	Subject /Branch	University/ Organization

(C) Professional Trainings, if any

Organisations	Period		Details of Trainings
	From	To	

10. Research Experience (200 words)

11. Experience related to sustainable mountain development, If any (200 words)

12. Major Awards/ Recognition (if Any) at National / International Level
30 words (in bullets)

13. Members of Learned Societies (International and National) if any
30 words (in bullets)

14. Major Scientific/ Technological Achievements2 (if any)
30 words (in bullets)
[2](New Methods/ Theory/ Process established, Technology Developed, Socio-economic issues Addressed, Unique data base/centres established etc

15. Publications/Patents (numbers only)							
Scientific Papers		Policy Papers	Books		Technical Reports	Project Proposals for Fund Generation	Patents (if Any)
International	National		Edited	Written			

16. Experience in Managing Research Projects				
No of similar Projects Managed (with details)				
S#	Project Details	Donor Agency	Duration	Project Budget (INR)

(Signature of PI/Co-PI)

Date: Name:

Place:

Endorsement Letter *pro forma*

Institution/ Organization/ University

(to be given on Official Letter Head signed by the Head of the Institution)

This is hereby certified that the Institute will render all administration and financial support for successful completion of the said project and abide by the "Terms & Conditions" for project support under National Mission on Himalayan Studies (NMHS) of MoEF&CC, Govt. of India.

1. The …….. (*name of the institution/ organization/ university*) hereby commits to execute the NMHS-funded project entitled "……", funded under the National Mission on Himalayan Studies (NMHS), Ministry of Environment, Forest and Climate Change (MoEF&CC), Govt of India, New Delhi.
2. The Institute/ Organization/ University welcomes the participation of ……. as the "Principal Investigator (PI)" and …… as the Co-PI for the Project supported under NMHS.
3. In case of discontinuance by the Principal Investigator in any unforeseen circumstances, the Lead Organization will inform the NMHS-PMU, and the Co-PI or any other suitable professional staff entrusted by the lead organization may resume the responsibility of the fruitful completion of the project with due information to the NMHS-PMU, MoEF&CC, Govt. of India.
4. The start date of the project will be considered as specified in the NMHS-1st Instalment Release Letter/ 1st Instalment Release Date, issued to the Grantee Institution/ Organization/ University from the NMHS, MoEF&CC, GoI.
5. The grant by the NMHS, MoEF&CC, GoI will be used to meet the expenditure on the project and for the period, for which the project has been sanctioned as mentioned in the NMHS-Sanction Letter/ Order.
6. The Institution/ Organization/ University will provide basic infrastructure and other requisite facilities to the investigator for undertaking the research project.
7. The Institution/ Organization/ University will take into books all assets, if applicable, created in the aforementioned project, and its disposal would be at the discretion of NMHS-PMU, MoEF&CC, GoI.
8. The project team and grantee organization will facilitate to conduct the audit or inspection of project at any time by the expert team of NMHS-PMU, MoEF&CC.
9. The Institution/ Organization/ University endorses to undertake the financial and other management responsibilities of the project, and there will be no administrative or other liability attached to NMHS, MoEF&CC, GoI at the end of the project.

Stamp/ Seal **Authorised Signatory**
(*Head of the Institution*) **Head**
Date: **Institution/ Organization/ University**

(*Note: In case of collaborative project where budget for different institutions has been proposed, the endorsement letter has to be submitted by all the collaborating institutions.*)

Click on https://gbpihed.gov.in/PDF/spotlight/Annexures_NMHS_25_26.doc to download all the annexure / formats in Word (.doc) format