Annex-III

**Check list/ Have you filled/attached copies of all required documents?**

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| --- | --- | --- | --- |
| **Sr. #** | **Check list/ required documents** | **Tick (✔) Yes or No** | **Reference page No.** |
|  | Is PI a full time regular faculty member (BPS or TTS) or on contact not less than project life? |  |  |
|  | Has PI never been black listed by HEC? |  |  |
|  | Is PI not executing any NRPU project whose completion is delayed by three (03) years? (If No, please specify their ID number.) |  |  |
|  | Is PI not currently executing or has submitted two or more NRPU projects. |  |  |
|  | Is **Turnitin** report of the proposal attached? |  |  |
|  | Has a clearance certificate from Institutional Bioethics Committee (IBC) of the university/DAI concerned attached (if required)? |  |  |
|  | Have relevant university authorities affixed signatures with date & stamps on the **Declaration Certificates?** (Section **H** of cover sheet for proposal at page # 3) |  |  |
|  | Has a brief of the impact of research project been attached? (Section-5) |  |  |
|  | Is industry support letter attached? (Section-2C) |  |  |
|  | Has a letter of consent from collaborating partner/agency expressing willingness to collaborate been attached? (Section-7) |  |  |
|  | Is one page summary of each project of PI already completed/ running/ submitted to any funding agency been attached? (Section-9) |  |  |
|  | Is equipment demanded for the execution of the subject project not available with the University / DAI? (Section-10B) |  |  |
|  | Have original Invoices / Quotations for permanent equipment costing over Rs.0.1 million or more been attached? (Section-10B) |  |  |
|  | Have year-wise cost and quantities of each expendable item been given (Section-10C)? |  |  |
|  | Has tentative and detailed schedule of local visits (annual plan) with justification and rates been provided (if study involves field survey/field work)? (Section-10D) |  |  |
|  | Has head of institution duly endorsed the application (Section-14) of the application form? |  |  |
|  | Is total cost of the research project in line with the financial provisions of the NRPU program (with reference to PI’s Impact Factor)? |  |  |
|  | Have you provided project activities on GANTT Chart? |  |  |
|  | Have all fields of research proposal been carefully filled and counter checked by the PI? |  |  |
|  | Have you prepared 04 sets of research proposal (Hard copies) along with soft/scanned copies **on updated Research Grant Form/ Application Form 2016**? ([www.hec.gov.pk/nrpu](http://www.hec.gov.pk/nrpu)) |  |  |