



## **State Wetland Authority Kerala (SWAK)**

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### **CALL FOR PROPOSAL FOR A COMMISSIONED PROJECT: A STUDY ON CARRYING CAPACITY OF WETLANDS FOR HOUSE BOAT TOURISM IN VEMBANAD, ASHTAMUDI & KAVVAYI WETLANDS**

The State Wetland Authority Kerala under Department of Environment invites proposal in prescribed format on the topic “**A study on carrying capacity of wetlands for House boat tourism in Vembanad, Ashtamudi and Kavvayi Wetlands**”. The study has to be undertaken on the carrying capacity of wetlands for houseboat tourism in the selected wetlands, namely, Vembanad Lake, Ashtamudi Lake and Kavvayi Lake. The study has to be completed within a period of one year.

The guidelines and application form are available on the website of the Directorate of Environment & Climate Change [www.envt.kerala.gov.in](http://www.envt.kerala.gov.in) .

Investigators are requested to submit three hard copies of the proposals for office use through Registered/Speed Post by 28/06/2019 to the address given below. The proposals will be evaluated in the financial year 2019-2020.

#### **For further details please contact:**

The Member Secretary  
State Wetland Authority Kerala,  
4<sup>th</sup> Floor, KSRTC Bus Terminal Complex  
Thampanoor, Thiruvananthapuram – 695 001  
Phone: 0471-2326264

Email : [swak.kerala@gmail.com](mailto:swak.kerala@gmail.com), [swak.envt@kerala.gov.in](mailto:swak.envt@kerala.gov.in)

# **Guidelines for the submission of proposal**

## **Introduction**

State Wetland Authority Kerala (SWAK) under Department of Environment housed in the premises of Directorate of Environment & Climate Change (DoECC) function as nodal authority for all wetland specific activities within the State. The authority also identifies mechanisms for convergence with regard to implementation of integrated management plans of notified wetlands through various line departments; issue necessary directions for conservation and sustainable management of wetlands to the respective implementing agencies; undertake measures for enhancing awareness among stakeholders and local communities on values and functions of wetlands.

The activities comprises of creating a network of educational institutions, researchers and local community to provide a helping hand for restoring the perishing wetland ecosystem. The objectives of the research scheme, procedures for inviting/receipt and processing research proposals for funding, norms for funding, conditions of support and dissemination of research findings, are summarized as follows:

## **Objectives**

The objective of research support is as follows:

- To study the carrying capacity of wetlands for house boat tourism in the selected wetlands, viz, Vembanad Lake, Ashtamudi Lake and Kavvayi Lake.
- To assess the past and present status of impacts (qualitative and quantitative) of houseboat tourism in the selected lakes.
- To ascertain practical solutions to the problems due to plying of house boats and associated activities in the said wetlands.
- To reduce the negative impacts of house boat tourism; suitable models may be developed and demonstrated for wetland conservation at local level.
- To generate information and knowledge required for developing strategies, technologies and methodologies for better environment management of the said wetlands with reference to the house boat tourism.

## **Who are Eligible**

Recognized R&D Institutions, Universities, Academic Institutions, Government Departments and reputed non-governmental organizations.

Non-Governmental institutions should have declared mandate for environmental research and development, as evident from their by-laws and should be registered under appropriate laws and should have been functioning for at least 5 years in the relevant field at the time of submission of the project.

## **Principal Investigators / Co-Investigator (s)/ Institution**

The Principal Investigator (PI) has the primary responsibility in implementing the project. The PI should have Ph. D in the subject area. If there is more than one investigator, it is necessary to ensure that the project is carried out by the project team in a cohesive manner. Periodic meetings of the team are essential for this purpose.

## **Procedure for Submission, Appraisal, Monitoring and Review of Research Proposals**

### **A) Submission of Proposals**

- Three copies of the proposal to be submitted in the prescribed proforma as available in the DoECC website (Annexure I), upon invitation to the designated office as detailed in the public advertisement, to be published as and when required.
- The proposal should clearly describe the research topic, methodologies involved, and data sources.
- The proposal should accompany the complete Team of Investigators, and provide their detailed resume, highlighting their academic backgrounds and publications record.
- Breakup of the costs consistent with the funding norms should be described in detail. The equipments (including computers and peripherals) and instruments available with the institute and that specially required for the project should be mentioned in detail.
- The project time lines, milestones, and an indication of the expected output/outcomes should be clearly depicted in the project proposal.
- Salary of Principal Investigator (PI) / Co-PI will not be borne under the project, except very essential research fellowships for the project period, to be filled by eligible candidates as per CSIR/UGC norms.
- Proposals prepared by the Principal Investigator (PI) should be endorsed by the Administrative Head of the Institution. In case, a proposal involves a network of research institutions, the PI would identify the Lead Investigator from each of the participating Institutions with the approval of Heads of Institution.

### **B) Scrutiny of the Proposal**

Proposals received will be duly acknowledged. The proposals will be examined in the Internal Screening Committee. Incomplete, diffused, repetitive and/or superfluous proposal(s) shall be rejected at this stage.

### **C) Date of Commencement of Project and Duration**

The duration of the project is one year. The project becomes operative with effect from the date of receipt of the first installment by Draft/NEFT/RTGS transfer by the implementing institution. This date should be intimated by the institution authorities/ Principal Investigator to the SWAK within 10 working days. It will, in no case be later than 10 working days after the receipt of the first installment by the Institute. Extension of the project will not be permitted except in exceptional cases with valid reason. If the project is not completed within the stipulated time, the entire project cost with interest should be remitted to SWAK.

#### **D) Release of Funds**

The applicant institution shall execute an agreement with regard to the acceptance of the conditions for taking up the project as per the Terms and Conditions prescribed by SWAK. The full text of Terms and Conditions shall be appended to the agreement.

The first sanction order will indicate the budgetary allocation for the duration of the project under various heads.

After receipt of the signed agreement, the first installment of funds (50%) will be released to the institution. The total funds will be released in 3 installments in the order of 50%, 30% (at the time of submission of draft final report) and 20% (after the acceptance by SWAK on final report) of the total amount sanctioned for the project.

The implementing institute shall maintain a separate bank account exclusively for the project and it should be reported to SWAK and the interest accrued should be reflected in the Statement of Expenditure.

The draft final report, the audited Statement of expenditure and the Utilization Certificates (KFC Form 44) are to be submitted before 2 months from the completion of the project year.

#### **D) Acceptance of the Final Technical Report**

The Principal Investigator has to submit the draft of Final Technical Report (FTR) (1 copy) to the SWAK before 2 months from the completion of the project. The PI should make a presentation before the Technical Committee/Scrutiny Committee / a panel of experts appointed by SWAK. Based on the recommendation of the Technical Committee/Scrutiny Committee, the SWAK would undertake the final acceptance of the Final Technical Report and, thereafter, the final settlement of accounts and closure of the project would be done.

## Annexure-I

### APPLICATION PRO FORMA FOR GRANT FOR RESEARCH PROJECT

(To be filled in by the Principal Investigator)

1. Title of the Project :
2. Name and Designation of the Principal Investigator :
3. Name and Designation of the Co-investigator :
4. Postal Address of the Principal Investigator and Co-investigator :  
(including e-mail id and Phone Number)
5. Name of the institution(s)/organization(s) in which the project will be carried out  
(Specify whether College (Government / Aided/ Autonomous/ Private), University  
Department, Government Institution, Non-governmental organization, etc.)
6. Name of other institution(s)/Organization(s) involved in the project (Specify  
whether College (Government / Aided/ Autonomous/ Private), University  
Department, Government Institution, Non-governmental organization, etc.)
7. Geographic location of research project site (latitude and longitude), wherever  
applicable :
8. Participation of public and private sector and/or other government ventures:  
(Please give details regarding sharing of work components, cost and outputs,  
including implementation arrangements, and modalities of achievement of the  
envisaged objectives against the stated milestones of work)
9. Duration of the Project :
10. Total amount of assistance required :
11. The detailed project proposal consists of the following :

**Part I** – An Abstract, not exceeding one page, describing the background, objectives, methodology and figures of quarter-wise budget and keywords (six words)

**Part II** – should contain the following

- a) State of Art of the subject: including work done in India and elsewhere
- b) Detailed literature survey (one page)
- c) Objectives
- d) Detailed methodology

- e) month-wise work plan
- f) Practical relevance/utility of the project
- g) Socio-economic and environmental relevance of the project
- h) Expected and other physical outcomes of the project
- i) Agencies which can utilize the results of the project
- j) Component-wise justification of the costing of the project
- k) Statement of originality and certification on No Duplication with existing work/ongoing projects

**Part III** - Biographical Sketch of the investigator(s) detailing research credentials and research papers published in the area of the proposed research project

**Part IV** - Facilities (equipments/instruments) available at institution(s)/ organizations for carrying out the project

**Part V** - Project budget in the prescribed format

<b>PROJECT BUDGET</b>					
<b>A.</b>	<b>Salaries and Wages</b>	<b>I Quarter</b>	<b>II Quarter</b>	<b>III Quarter</b>	<b>Total</b>
1.	JRF/SRF (if any)				
2.	Supporting technical staff or other personnel , if any				
Grand Total					
<b>B.</b>	<b>Permanent Equipment (Please specify various individual items of equipment)</b>				
	Equipment			Amount	
	Total Equipment Cost				
<b>C.</b>	<b>Travel and Field work</b>				
<b>D.</b>	<b>Contingencies</b> (this head may include items such as hiring services, analyses of samples, preparation of documents etc.)				
<b>E.</b>	<b>Other project Costs, if any (specify please)</b>				
<b>F.</b>	<b>Institutional overheads</b>				
	<b>Grand Total : (A+B+C+D+E+F)</b>				

(Justification for amounts proposed under each head must be furnished with a view to justify its need and relevance to the project).

Place  
Date

Signature  
Name & Address of investigator

counter signed by  
The Head of the institution

(Seal)

**COVERING LETTER FOR APPLYING FOR A COMMISSIONED PROJECT: “A STUDY ON CARRYING CAPACITY OF THE WETLANDS FOR HOUSE BOAT TOURISM IN VEMBAND, ASHTAMUDI & KAVVAYI WETLANDS OF KERALA”**

To

The Member Secretary  
State Wetland Authority Kerala  
4<sup>th</sup> Floor, KSRTC Bus Terminal Complex  
Thampanoor, Thiruvananthapuram-695001

Sir,

A research project entitled “*A study on Carrying capacity of the wetlands for House boat tourism in Vembanad, Ashtamudi and Kavvayi Wetlands of Kerala*” is forwarded herewith.

It is certified that the same project or project with similar objectives has not been submitted to any other funding agency by the Investigator.

We have carefully read the guidelines of sanctioning the project and agree to abide by them.

The organization will provide all necessary infrastructural facilities (both laboratory and administrative) if the project is sanctioned.

The organization is fully responsible in regard to matters pertaining to the project.

Yours faithfully,

(Principal Investigator)

(Registrar/Director/Head of the Institution)

Date.....

Place.....



## ENDORSEMENT FROM HEAD OF THE INSTITUTION

(To be given on letter head)

Title of the Project:

The Institute certifies the participation of .....as the Principal Investigator and.....as the Principal Co-investigator for the project and that in the unforeseen event of discontinuance by the Principal Investigator, the Principal Co-investigator or any other equally qualified Investigator will assume the responsibility of the successful completion of the project (with due information to the SWAK).

Certified that the equipments and other basic facilities mentioned in the Part IV of Application Form and such other administrative facilities as per terms and conditions of the grant, will be extended to the investigator(s) throughout the duration of the project.

The Institute assumes to undertake the financial and other management responsibilities of the project.

Date:

Place:

Name and Signature of  
Head of the Institution