

## Frequently Asked Questions(F&Q)

### Q.1 Is my company **eligible** to apply?

Ans. Eligible Indian applicants must be a commercial (for profit) company registered under The Companies Act 1956/2013, which operates in and is headquartered in India (excluding sole entrepreneurs/sole proprietorships/partnership concerns), are eligible to apply on the Indian side, and your company must be at least 51% owned by Indian citizens over the total duration of the project.

Example – Pvt. Ltd./Ltd. Companies are eligible to apply however LLPs are not.

### Q.2 What is the **evaluation** criteria?

A. Applications will be evaluated for their scientific, technological, novelty, commercial and financial merits. The evaluation criteria include:

- The soundness, scientific quality and technological merit.
- The potential for wide application and the benefits expected to commercialize.
- IP generation and Novelty of the project.
- The adequacy of the proposed effort.
- The capability of the R&D institution(s) in the detailed project report.
- The organizational and commercial capability of the enterprise including its internal accruals.
- The reasonableness of the proposed cost and financing pattern.
- Measurable objective, targets and milestones.
- Track record of the project lead. The evaluation will also include on-site due diligence.



### Q. 3 Will DST/TDB fund my whole project?

A. All projects are matched funded to the extent of the program mandate. <b>INDIAN side of the application</b>	
Applicant (you)	50 %
TDB	50 %

#### Example 1

Total project cost : ₹ 1 Cr.

Applicant's contribution : ₹ 50 lakhs only

TDB's funding : ₹ 50 lakhs only

- Industry Share: 50 Lakhs- 25 Lakhs
- Academia/R&D Organization share: 0- 25Lakhs

#### Example 2

Total project cost : ₹ 5 Cr.

Applicant's contribution : ₹ 3.5 Cr.

TDB's funding : ₹ 1.5 Cr.

- Industry Share: 150 Lakhs- 75 Lakhs
- Academia/R&D Organization share: 0- 75Lakhs

### Q. 4 Will the funds be given upfront to the awarded project(s)?

Ans. The funds are reimbursed post successful completion of each pre-set milestone (usually 3 or 4 milestones) over a period of the 24-month project cycle.

### Q. 5 Do my financial documents including the shareholding patterns need to be audited by a CA/financial expert?

Ans. Yes. In case documents for the current financial year are yet to be generated, please submit the provisional documents.

**Q. 6 Do you have a specific format for the covering letter?**

Ans. Please find a preferred covering letter format attached in the call guideline. We encourage you to form a self-attested one pager document briefly outlining your project along with basic criteria's such as -

- It's applications in the market and feasibility
- Timeframe of completion and highlight
- Documents attached
- Any other relevant information

**Q. 7 I am facing technical issues in submitting my application. What should I do?**

- Ans. 1. Please recheck whether any of the mandatory fields (marked \*) are left unfilled.
2. We urge you to please submit your application ahead of the last week of closing as a surge of applications in the last week may cause a server overload.

***\*TDB is not responsible for technical issues that may occur due to last-minute submissions..***

**Q. 8 What are the steps post submission?**

Ans. Approximate timelines post submission –

- Our team will review each application (for complete submission and documents) internally and contact you for any shortcomings (if any) within 1 week (tentatively).
- An evaluation committee would take place in New Delhi/online mode /hybrid mode within 1 - 2 months (tentatively) of the closing of the submission date. Here, you would be required to pitch your project in the presence of financial & technical experts and any other relevant stakeholder(s).

- On site due diligence visit will be conducted within 1-2 month(tentatively). of the evaluation screening.
- Post the evaluation, the decision on mutually agreed projects between India and the counterpart country will be publically announced for the call.
- Agreement signing.

**Q. 9 Can I reapply for the next call if my application is unsuccessful this time?**

Ans. Yes! We highly encourage you to amend shortcomings from your attempt and reapply for the next call with a stronger application.

**Q. 10 Will I be awarded the project if my application is selected from the India's side but my partnering company's submission fails?**

Ans. No; both you and your partnering company's evaluation need to be selected in the same call for the awarding of the project & funds.

**Q. 11 Can I email you, my documents?**

Ans. All documents need to be uploaded online via the TDB website. Documents submitted via email or any other means, unless specified, may not be considered for evaluation.

**Q.12 I cannot connect to my partnering company. What to do?**

Ans. We urge you to please maintain strong communication with your partnering company throughout to avoid miscommunication as the application deadline approaches.

**Q. 13 What You Can Claim as Eligible Costs for the Project?**

Ans. **ELIGIBLE COST:**

- Eligible cost includes manpower cost, consumables and material purchased, equipment cost, travel cost and others. The cost breakup will form part of Executive presentation as submitted in Project Proposal & Executive Summary and no modification of the same will be accepted at a later stage unless the proposed change is approved by the Project Monitoring Committee (PMC).
- TDB shall reimburse the actual eligible cost incurred between the project start and end dates, based on the audited project accounts approved by an independent Chartered Accountant.
- Any revenue generation activities cannot be included as part of project cost. Only research & development related activities related to this project can be included as part of the project cost. Such costs must meet the eligibility criteria in the categories listed below for the purpose of grant:
- Manpower cost of all technical professionals working directly on the project may be claimed. For this purpose, total man days worked by all personnel working directly on the project must be listed with a brief description of their roles and their contribution in this project
- The costs of materials to be consumed directly on the project are eligible costs, provided they are not already included in any other cost-head and are purchased from third parties.
- Other cost includes subcontracts, consultancy fee (including fee for trial and testing), travel and other miscellaneous costs.

#### Q. 14 What You Can Claim as **Non-Eligible Costs** for the Project?

Ans. **Non-Eligible Costs:**

- Input VAT, Excise Duty;
- Interest charges, bad debts, profits, advertising, entertaining;
- Hire purchase interest and any associated service charges;
- Production, quality control/assurance, distribution, supply chain or selling costs or activities;
- Advertising and marketing costs or activities;
- Entertainment and hospitality costs;
- Profit earned by a subsidiary or by an associate undertaking work sub-contracted out under your project;



- Inflation and contingency allowances;
- The value of existing assets such as IPR (not developed as part of this project), data, software programmes
- and other exploitable assets that any of the collaborators contribute towards your project;
- Project audit or legal costs. The legal costs of setting up your project or the collaboration and costs
- associated in conducting audits, accountant's reports or making grant claims;
- Sick days, waiting time and non-productive time;
- Bonuses, awards, profit related pay, company car expenses and any discretionary benefits to staff.
- Project audit fees

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