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UNIVERSITY GRANTS COMMISSION
NEW DELHI
OBAMA-SINGH

The University Grants Commission, Bahadur Shah Zafar Marg, New Delhi, India announces an open competition for the **"Indo-US 21st Century Knowledge Initiative"** and invites proposals for the same strictly in accordance with the guidelines outlined in the Request for Proposals and the Proposals Submission Instructions, which can be accessed from the UGC website: www.ugc.ac.in

The Proposals may be submitted latest by 15**-03-2013** to Dr. Upamanyu Basu, Financial Advisor, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110002 at ubasu.edu@nic.in/ ubasu100@hotmail.com (institutions which have already applied need not apply).

SECRETARY

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002

OBAMA-SINGH 21ST CENTURY KNOWLEDGE INITIATIVE (OSI)

Request for Proposal

Introduction

The University Grants Commission, Bahadur Shah Zafar Marg, New Delhi-110 002, India, announces an open competition for the "Obama-Singh 21st Century Knowledge Initiative (OSI)". The OSI, which is a joint initiative of Indo-US Government, aims and focuses on the formation of higher education partnerships between US Institutions and Institutions of Higher Learning in India. The said joint initiative also aims at the development and enrichment of junior faculty at Indian Institutions of Higher Learning. The Indian Institutions recognized u/s 2(f) and 12B of UGC Act, 1956 and Institutions of National Importance may submit their proposals with a view to encourage mutually understanding and economic development through education cooperation in the field of Higher Learning. The last date for the receipt of proposals is ~~**20th January, 2013.**~~ **(date extended up to15.03.2013)**

Program Overview

To encourage mutual understanding educational reform and economic development the OSI enables Indian Higher Education Institutions to pursue objectives through exchange visits of faculty, administrators, post graduate Indian students, and US graduate students who can demonstrate the ability to work independently.

Project Design

The project should be designed to focus on specific institutional objectives that will support the program's goals of encouraging mutual understanding, educational reform and economic development. The design should include a series of exchange visits and activities that will lead to the achievement of the project's objectives within a three-year period, and should describe a process for evaluating the results of project implementation. The design should also provide for the effective administration of the project.

Statement of Need

To justify a request for support, proposals should demonstrate the need of the participating institutions for the project that they are proposing. The proposals should explain how each participating institution will utilize the project to address both institutions' needs as well as larger needs of both the countries.

In addition to demonstrating how the applicant institution can assist its partner to meet institutional goals, proposals should also explain how this cooperation will enable the Indian institution to address its own needs. Accordingly, applicants should describe the needs and deficiencies as well as the capabilities and strengths of the Indian institution, and how each institution will contribute to, and benefit from, the achievement of project objectives. The proposals must realistically assess institutional capacities and contain compelling objectives that address institutional needs and justify a request for support. To be competitive, proposals should demonstrate that the participating institutions are committed to mutual support and cooperation in project implementation.

If the proposed partnership would occur within the context of a previous or ongoing project, the proposal should outline distinct objectives and outcomes for the new project and should explain how new funding would build upon the previously funded activities. Proposals should describe the amounts and sources of support for the earlier projects as well as the results to date.

Project Objectives

The proposals should explain in detail how the project will enable the participating institutions to achieve specific institutional changes that will support the goals of the OSI. The proposals should outline a series of activities for meeting specific objectives for each participating institution. The benefits of the project to each of the participating institutions may differ significantly in nature and scope based on their respective needs and resource bases.

Project objectives may include the development or revision of courses, curricula, and programs of study at participating institutions to support mutual understanding, educational reform and economic development. Particular areas of interest include Indian junior faculty development programs in respective fields.

The proposals may outline the parameters and possible content of new courses; new teaching specializations or pedagogic methodologies; collaborative research; new or revised curricula; and new programs for outreach to educators, professional groups, or the general public. Proposals may also describe strategies to promote administrative reform through faculty or staff development.

In most cases a limited number of related thematic objectives at each institution will be more feasible to achieve than a larger number of unrelated objectives.

The following fields are eligible:

- Energy Studies
- Sustainable Development
- Climate Change
- Environmental Studies
- Education and Educational Reform
- Community Development and Innovation

Exchange Activities and Project Implementation

The proposal should demonstrate that a project's objectives are feasible to achieve within a three-year period through a series of exchange activities that take into account prevailing conditions in India and United States. The exchange activities may include but are not limited to conferences, symposia, seminars, workshops, team teaching, focused series of exchanges, among other activities. Activities should be designed to develop expertise, advance scholarship and teaching, and promote reliable, long-term communication between partner institutions.

For example, projects focusing on curricular reform should describe the existing curriculum and the courses targeted for revision, and should explain how exchange activities will result in the restructuring of the current content to incorporate the new academic themes. The proposal should describe the topics and content of any new courses or educational materials that will be developed and introduced, and should identify those persons who will be responsible for developing the new courses and for teaching them.

If the project proposes to develop a new degree or certificate program, the proposal should outline the steps being taken to secure approval for the new program from the institution itself and from all relevant educational authorities. The proposal should also describe the composition and size of the student and faculty population and any other group that will benefit from the innovations to be introduced through the project.

Except for translators, interpreters, and outside evaluators, participation in the exchange visits is limited to teaching faculty, researchers, Indian post-graduate students, US post-graduate students, and administrators from the participating institution(s). Post-graduate students are eligible to participate in exchange visits if they have teaching or research responsibilities or are preparing for such responsibilities.

The grant recipient is responsible for providing invitation letters for US participants applying for Indian Study Visa.

Material and Technical Support for Exchange Activities

To increase the feasibility and impact of the project's exchange activities, a proposal may include a request for funding for educational materials (including books and periodical subscriptions) and technical components (including the establishment or maintenance of Internet and/or electronic mail facilities and of interactive technology-based distance-learning programs). The funding requested for educational materials and technical components should supplement the project's exchange activities by reinforcing their impact on project objectives. Applicants may propose other project components not specifically mentioned in this solicitation document if the activities will increase the impact on project objectives.

Project Duration

Pending the availability of funds, selected grant recipients are expected enter into grant status before August 31, 2012. Grant activities are expected to be completed within the three-year timeframe.

Project Evaluation

The proposals should describe and budget a methodology for project evaluation. Institutions that are awarded partnership grants must formally submit periodic reports to UGC on the project's activities in relation to its objectives. The formal evaluation reports should include an assessment of the current status of each participating institution's needs at the time of program inception with specific reference to project objectives; formative evaluation to allow for mid-course revisions in the implementation strategy; and, at the conclusion of the project, summative evaluation of the degree to which the project's objectives have been achieved. The proposal should discuss how the issues raised throughout the formative evaluation process will be assessed and addressed. The summative evaluation should describe the project's influence on the participating institutions. The summative evaluation should also include recommendations about how to build upon project achievements. The copies of evaluation reports must be provided to UGC.

In addition to the formally scheduled reports, the evaluation strategy should include a mechanism for promptly providing UGC with information to be able to summarize and illustrate project activities and achievements as they occur.

Project Administration

The proposals should explain how project activities will be administered both in the India and US in ways that will ensure that the project maintains a focus on its objectives while adjusting to changing conditions, assessments and opportunities.

Institutional Commitment

An University/Institution recognized under 2(f) and 12B of UGC Act must submit the proposal and must serve as the grant recipient with responsibility for project coordination. The proposals must include letters of commitment from all institutional partners including the institution submitting the proposal. Each letter must be signed by an official who is authorized to commit institutional resources to the project. The letters of support as well as the proposal as a whole should clearly demonstrate that the participating institutions are committed to mutual support and cooperation in project implementation.

Eligible Institutions

The Universities/Institutions recognized under Section 2 (f) and 12 B of UGC Act are eligible to receive the grant and Institutions of National Importance may submit their proposals with a view to encourage mutually understanding and economic development through education cooperation in the field of Higher Learning.

Costs and Cost-Sharing

The commitment of all partner institutions to the proposed project should be reflected in the cost-sharing which they offer in the context of their respective institutional capacities. Although the contributions offered by institutions with relatively few resources may be less than those offered by applicants with greater resources, all participating institutions should identify appropriate contributions. The proposed cost-sharing will be considered an important indicator of the applicant institution's commitment to the project.

OSI support may be used to assist with the costs of the exchange visits as well as the costs of the administration of the project by the Indian grantee institution. Administrative costs that may be covered by the OSI, with certain limitations, include administrative salaries, faculty replacement costs, other direct administrative costs and indirect costs. The cost of administering the project at the Indian partner organization(s) is also eligible for OSI support. Although each grant will be awarded to a single Indian institutional partner, the proposal should make adequate provision for the administrative costs of all partner institutions, including the US partner(s).

The maximum award in the FY 2011 competition will be Rs.25.00 crores for a three-year period. The requests for amounts smaller than the maximum are eligible. Budgets and budget notes should carefully justify the amounts requested.

Diversity, Freedom and Democracy Guidelines

The programs must maintain a non-political character and should be balanced and representative of the diversity of American and Indian political, social and cultural life. "Diversity" should be interpreted in the broadest sense and encompass differences including, but not limited to ethnicity, race, gender, sexual orientation, caste, religion, geographic location, socio-economic status and physical challenges. Applicants are strongly encouraged to adhere to the advancement of this principle both in program administration and in program content. The programme will include institutions and individuals representing geographic diversity, diverse students' population and those oriented towards service to their local communities.

Review Process

UGC will acknowledge receipt of all proposals and will review them for technical eligibility. All eligible proposals will be evaluated by independent external reviewers, who will be professional, scholarly, or educational experts with appropriate regional and thematic knowledge. The proposals will be deemed ineligible if they do not fully adhere to the guidelines stated herein.

Review Criteria

All reviewers will use the criteria below to reach funding recommendations and decisions. Technically eligible applications will be reviewed competitively according to these criteria, which are not rank-ordered or weighted.

(1) Broad and Enduring Significance of Institutional Objectives: Project objectives should have significant and ongoing impact on the participating institutions and foster a deepened understanding of critical issues in one or more of the eligible fields. Special consideration will be given to proposals which include Indian junior faculty development as a component of the grant activity.

(2) Feasibility and Effectiveness of Strategy to Achieve Project Objectives: Strategies to achieve project objectives should be feasible and realistic within the projected budget and timeframe. Proposals should contain detailed information on specific exchange activities and outline the methodology and timeframe for achieving project goals.

(3) Institutional Commitment to Cooperation: The proposals should demonstrate significant understanding by each institution of its own needs and capacities and of the needs and capacities of its proposed partner(s), together with a strong commitment by the partner institutions, during and after the period of grant activity, to cooperate with one another in the mutual pursuit of institutional objectives.

(4) Project Evaluation: The proposals should describe a methodology for determining the degree to which a project meets its objectives, both while the project is underway and at its conclusion. The final project evaluation should provide observations about the project's influence within the participating institutions as well as their surrounding communities or societies.

(5) Cost-effectiveness: Administrative and program costs should be reasonable and appropriate with cost-sharing provided by all participating institutions within the context of their respective capacities. Cost-sharing is viewed as a reflection of institutional commitment to the project. Contributions should not be limited to indirect costs.

(6) Support of Diversity: Proposals should demonstrate substantive support of diversity by explaining how issues of diversity are included in project objectives for all institutional partners. Issues resulting from differences of race, ethnicity, gender, sexual orientation, caste, religion, geography, socio-economic status, or physical challenge should be addressed during project implementation. In addition, project participants and administrators should reflect the diversity within the societies, which they represent. Proposals should also discuss how the various institutional partners approach diversity issues.

Release of Funds and Settlement of Accounts

The University Grants Commission would provide the funding to the selected institutions under this programme in installments and the awardee institutions will be under obligation to submit an audited Utilization Certificate for the previous grant which will facilitate the Commission to sanction/release subsequent admissible grants.

It is mandatory on the part of the awardee institution to submit item-wise, year-wise audited Statement of Expenditure along with the Utilization Certificate for settlement of the grants sanctioned by the UGC.

Number and Amount of Grants

There is no predetermined number and amount of grants to be provided and the decision of reviewers/Commission in this regard shall be final and binding.

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002

U.S. – INDIA EDUCATIONAL FOUNDATION (USIEF)

OBAMA-SINGH 21ST CENTURY KNOWLEDGE INITIATIVE (OSI)

PROPOSAL SUBMISSION INSTRUCTIONS

This document supplements the guidelines outlined in the Request for Proposals (RFP) for the Obama Singh 21st Century Knowledge Initiative, the primary document outlining the terms of the 2011 competition for this program. The review criteria outlined in RFP are the basis on which proposals are selected for funding. Proposals must conform to the RFP and the guidelines stated in this document.

Applications not adhering to the conditions set forth in these documents will be deemed technically ineligible and will be excluded from further consideration.

Additional information/compliance forms may be requested during the course of the application period and if selected, during the course of the grant period.

During the proposal development process, prospective applicants should contact Dr. Renu Batra, Joint Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi-110002 at renu@ugc.ac.in).

I. STATEMENT OF ACTIVITIES

Partner institutions may pursue the program's goals of promoting mutual understanding, facilitating educational reform, fostering economic development through carefully defined institutional objectives. Activities should be planned strategically to achieve project objectives and program goals through exchanges of teachers, administrators and/or, in limited circumstances, graduate students. The proposals should explain how individual participants will contribute to the achievement of project objectives and OSI goals. If participants are yet to be identified or if additional personnel will be added at a later date, the proposal narrative should describe the procedures and criteria for doing so. The Indian partner should participate actively in the selection of US participants whether they are identified in the proposal or selected during the course of project. All participants should be selected because of their demonstrable qualifications to contribute to overall project goals.

The strategy for achieving project objectives will typically include exchange visits in both directions, but no single formula is prescribed for the duration, sequence, or number of these visits. Although strong budgetary and programmatic emphasis may be given to visits in one direction over another, the benefits of all these visits to the sending as well as the receiving sides should be clearly explained. Exchange visits for the purpose of attending conferences are not allowed except in combination with other grant activities and in support of specific educational objectives at one or more of the participating institutions.

II. PROGRAM SPECIFIC GUIDELINES

The most competitive proposal supports mutual goals and benefits for all partner institutions. While the goals and benefits should be mutual, they do not need to be identical for each partner institution or precisely balanced among partner institutions. The recipient and any sub-recipient must, in addition to the assurances and certifications made as part of the award, comply with all applicable terms and conditions during the project period

VISA REQUIREMENTS

The Grantee Institution should take into account the US visa requirements for U.S. participant travel to India for grant related activities.

For US participants, the Grantee Institution must secure and properly administer the Exchange Visitor Program. Proposals should demonstrate the applicant's capacity to meet all requirements governing the administration of Exchange Visitor Programs as set forth in 22 CFR 62, including the oversight of Responsible Officers and Alternate Responsible Officers, screening and selection of program participants, provision of pre-arrival information and orientation to participants, monitoring of participants, proper maintenance and security of forms, record-keeping, reporting and other requirements.

TRAVEL

The lead Indian institution is responsible for all international travel arrangements using Indian carriers.

DIVERSITY, FREEDOM AND DEMOCRACY GUIDELINES

In the development of these programs, the Obama – Singh Initiative wishes to encourage participation by a broad base of institutions in both countries and seeks institutions that represent geographic diversity, serving diverse student populations, and oriented towards service to their local communities. Programs must maintain a non-political character and should he balanced and representative of the diversity of Indian political, social, and cultural life. “Diversity” should be interpreted in the broadest sense and encompass differences including but not limited to ethnicity, race, gender, sexual orientation, caste, religion, geographic location, social-economic status, and disabilities. Applicants are strongly encouraged to adhere to the advancement of this principle both in program administration and in program content. Suggested elements could include:

Program Administration:

- Selection of the Indian and US program participants should reflect all relevant forms of diversity (ethnicity, gender, geographic regions, etc.) to the extent possible;
- Program locations should reflect geographic diversity and, where relevant, socio-economic diversity;
- Program evaluation should incorporate an examination of the program from a variety of perspectives, including the establishment of diversity criteria and how the program meets these criteria/goals.

Program Content:

- Orientation should include a session on multi-ethnicity and multi-culturalism for all exchange participants;
- In seminars, workshops, meetings and other forms of interaction, relevant diversity issues should be addressed either directly (as a topic) or indirectly (through contact with individuals of diverse backgrounds);
- Resource lists and research material should contain a broad representation of subjects, authors and titles reflecting diversity in the U.S. and India; Program follow-up should ensure mechanisms for the continual promotion of diversity issues.

HEALTH INSURANCE

All exchange participants should carry health and accident insurance including all Visitor visa holders. At a minimum, insurance must provide the following benefits:

1. medical coverage of at least Rs. 25,00,000/- per person per accident or illness;
2. repatriation of remains in the amount of Rs. 3,75,000/-
3. medical evacuation benefits of at least Rs. 5,00,000/-; and
4. a qualified insurance program shall not have a deductible that exceeds Rs.25,000/-

The applicant should budget (under program costs per participant) for insurance. It is expected that participants will be provided with insurance for those periods of actual participation in exchange activities. The period of coverage does not necessarily coincide with the duration of the funded project.

III. FORMAT

The proposal must meet the following formatting requirements:

1. Provide double-spaced, single-sided Executive Summary and Proposal Narrative;
2. Margins: top inch, bottom 1 inch, left 1 ½ inch, right 1 inch;
3. 12-point type font;
4. Provide proposal budget per the instructions further below;
5. Number all pages, including budget and addenda;
6. Microsoft Word readable format and Microsoft Excel readable format for budget documents. It is recommended that applicants merge/consolidate as many of the files as possible into a single Microsoft Word or Adobe Acrobat file.
7. Ensure that all pages are numbered, including proposal narrative, budget and addenda.

The original proposal and one copy should be arranged in the following order:

Table of Contents (List all attachments)

TAB A Proposal Cover Letter

TAB B Executive Summary (One page), Participants Statistics Page, and Resumes for the U.S. and Indian project directors only.

TAB C Narrative (Not to exceed twenty pages) and calendar of activities/itinerary, if applicable

TAB D Budget Submission

TAB E Resumes and CVs (Project staff; not to exceed two pages each) and Letters of endorsement.

Tab A

A proposal cover letter addressed to Dr. Renu Batra, Joint Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi – 110002, that includes the following components:

Application for Obama Singh 21st Century Knowledge Initiative Grant

Proposal Cover Letter

1	**Legal Name of Institution with full address**
2	**Whether recognized under Section 2(f) and 12B of UGC Act. If yes, details thereof**
3	**Name of contact, title, phone, fax, and email**
4	**Title of Project**
5	**Areas affected by project (city, county, state, for both India and US)**
6	**Address**
7	**Estimated Funding Request Amount**

Tab B:

The Executive Summary should provide the following information on a single page:

- Project title;
- Statement of need and project objectives;
- Brief statement about long-term impact.

Participants Statistics Page

Please refer to the format below for the Participants Statistics page.

FORMAT FOR PARTICIPANT STATISTICS PAGE

University Grants Commission

Obama – Singh 21st Century Knowledge Initiative (OSI)
Proposal for a Partnership between:
INDIAN INSTITUTION and US INSTITUTION

Anticipated Number of Indian Participants in Exchange Visit:

Males:

Females:
Participants' Occupations:

Teachers/Faculty:

Researchers:

Administrators:

Graduate Students:

Other (please specify):
Anticipated Number of US Participants in Exchange Visits:

Males:

Females:
Participants' Occupations:

Teachers/Faculty:

Researchers:

Administrators:

Graduate Students:

Other (please specify):

Include the total duration of all exchange visits: **For the entire grant period, give the total number of weeks:**

Indian Participants:
US Participants:
Project Directors' Resumes **(attach each U.S. and Indian project director's resumes to the proposal title page – other participant resumes will be placed under Tab E).**

TAB C

1. Narrative
In 20 pages or less, provide a detailed description of project objectives and activities within the parameters outlined in the RFP, and as summarized below.

a. Statement of need together with an outline of project objectives and the anticipated benefits of the project as a whole for each Indian. and US participating institution.
b. A detailed description of partnership activities and the relationship between the project activities and program objectives, including:

- Activity description including when they will occur;
- Purpose and length of all proposed visits;
- Names and qualifications of project participants. The project administration staff should be identified and their capacities for handling unexpected personnel or scheduling changes should be discussed;
- Strategy for working with participants to achieve project goals;
- Explanation of how courses or other project activities might be configured to achieve project objectives;
- Explanation of how diversity issues will be addressed in project activities.

c. Description of participating institutions and relevant academic departments/schools and the rationale for their cooperation with one another in pursuit of project objectives.
d. A well-developed program evaluation plan [see the RFP]. The evaluation plan should include:

- Methodology for assessing the effectiveness of project activities in relation to project objectives;
- Procedures for ongoing monitoring and corrective action for each institution and the project as a whole;
- Sample evaluation instruments or indicators;
- Mid term financial reports.
- Mid-term and final evaluation reports.

e. List of anticipated subcontracts, if applicable. Activities anticipated under the subcontract should be explained in the proposal. [Subcontracts must be submitted to UGC for its review prior to issuance of an award.

f. Plan to sustain program achievements without additional OSI support.

2. ***Calendar of Activities***
Following the project narrative, please summarize all exchange visits and other key events chronologically in a Calendar of Activities that covers the entire award period. Describe who will travel when, where, for what purpose, and for how long. Be realistic in estimating the amount of time required for US participants to obtain Indian visas.
Describe how project activities and the project timeline relate to the implementation of project objectives and how project objectives will be implemented within the grant period.