Office Memorandum

Subject: Circulation of Revised Guidelines of the Central Sector Scheme for assistance to AYUSH organisations (Government / Non-Government Non-Profit) engaged in AYUSH Education / Drug Development & Research / Clinical Research etc. for upgradation to Centres of Excellence (COE). – reg.

The guidelines of the Central Sector Scheme for assistance to AYUSH organisations (Government / Non-Government Non-Profit) engaged in AYUSH Education / Drug Development & Research / Clinical Research etc. for upgradation to Centres of Excellence (COE) have been revised w.e.f. 30.05.2016. A copy of the revised COE scheme guidelines is enclosed for information please.

(Rajkumar)
Director
Telefax: 011-24651964

Encl.: As above

To,

1. Additional Secretary & Financial Adviser, Ministry of Health & Family welfare, Nirman Bhawan, New Delhi.
2. Joint Secretary (AS), Ministry of AYUSH.
4. Director (RK), Ministry of AYUSH.
5. Advisor (Unani), Ministry of AYUSH.
6. Adviser (Ay.), Dr. Manoj Nesari, Ministry of AYUSH.
7. Director (Health Div.), NITI Aayog, Yojna Bhawan, Sansad Marg, New Delhi.
9. Technical Director, NIC, for uploading the scheme guidelines on the website.

Copy to:

3. PPS to Secretary (AYUSH)
4. PS to JS (AS)
SCHEME FOR ASSISTANCE TO ORGANISATIONS (GOVERNMENT / NON-GOVERNMENT NON-PROFIT) ENGAGED IN AYUSH EDUCATION / DRUG DEVELOPMENT & RESEARCH / CLINICAL RESEARCH ETC. FOR UPGRADEATION TO CENTRES OF EXCELLENCE

Introduction

Given the growing consumer acceptance of AYUSH in the domestic and global society as an important component of pluralistic schemes of healthcare, the Govt. of India has decided to identify reputed institutions engaged in AYUSH Education / Drug Development & Research / Clinical Research etc. in Government/ Non-Government Non-profit and to support them to upgrade their functions and facilities to levels of excellence.

The Centers of Excellence may be institutions/organizations engaged in one or more of the following activities:

i. Clinical research,

ii. AYUSH Hospitals

iii. Research based on the Fundamentals of AYUSH,

iv. Inter-disciplinary research in pharmacology, pharmacy or product development, bridging AYUSH and modern science,

v. Tertiary care Allopathic Hospitals having track record of 5 years in AYUSH research.

vi. Any other specialized area of AYUSH.

Objective of the Scheme:

To support creative and innovative proposals for establishment and upgradation of both functions and facilities of reputed institutions to levels of excellence to promote international collaboration in clinical research. To support establishment of Advanced Research Units in reputed AYUSH and modern medical institutions (Medical institutions may have Social Scientists) both in Government and Non-Government sector. Establishment and upgradation of functions implies adding new long-term functions and making significant qualitative improvements in the existing functions including support for human resources. Establishment and upgradation of facilities implies adding infrastructure and equipment that will result in a qualitative improvement. From the Government grants, the existing facilities
of the applicant organization should be upgraded to achieve higher standards as may be recognized in the discipline like NABH, GLP, GMP etc., as are acceptable to the Ministry. The NABH Accreditation should be the one deliverables of the project, for the Organisation who are not accredited with NABH. To ensure quality services to the Economically Weaker Sections (EWS) of the population at concessional rates/ free of cost.

Eligibility under the scheme:

(i) Government aided Institutions/ Undertaking/ Universities/ Research Councils, Autonomous Organizations and Non – Profit Non-Governmental organizations engaged in one or more of the above fields listed in the introduction to the scheme.

(ii) Allopathic tertiary care hospitals (minimum 250 bedded) aiming to establish facilities for AYUSH health care at tertiary level and research in AYUSH in collaboration with reputed international institutes and national institutions of International repute. In the Bond, Grantee Institution will have to commit specifically that 25% facilities created by Government Grant shall be available to the EWS of the society at concessional rates / free of cost for at least 10 years after release of last installment of the project and record of such services be maintained.

(iii) The applicant organization for research project should be recognized by SIRO (Scientific and Industrial Research Organization) or affiliation with University.

(iv) The applicants should have a track record of at least -five years of meritorious work in the AYUSH sector specifically in the proposed activity as a Centre of Excellence and should have adequate infrastructure in terms of building, land, equipment and manpower. It should possess adequate land for further expansion of the building and to house the equipment to be purchased from the grant.

(v) Purchase of land and vehicle, except ambulance, is not allowed from the grant.

(vi) The organization should furnish the necessary evidence for its potential in having achieved a level of eminence in the respective field at state level, and further potential to become a Centre of Excellence at the National level, as per the illustrative list placed at Annexure – D of the scheme guidelines.

(vii) Legal status of the organization: - The organization should be registered under Societies Registration Act / Trust / Companies Act or any other Act.

(viii) The applicant should have a competent core staff in the field in which the Centre of Excellence is proposed.

(ix) The applicant should have a credible and transparent governing body and management committee consisting of reputed persons.

(x) Applicant shall have to make information available regarding any assistance if ever taken from the Government, along with the details of Utilization Certificate (UC) status of the previous grant availed.

[Signature]
The Project Sanctioning Committee may relax eligibility criteria for Special category States and Union Territory like North-eastern States, J&K & Andaman and Nicobar and also in other cases on case to case basis on merits.

Duration of the Scheme:

The Scheme will be operational during XIIth Plan. There will be a periodic review of the Scheme on yearly basis for mid-term corrections, if required.

Mode of application

Application for upgradation to Centers of Excellence shall be made in the proforma at Annexure A.

In case of non-Governmental organization the proposal should be forwarded and recommended by the State Government officer not below the rank of Director, in the proforma given at Annexure-C. Recommendations of the State / UT should clearly mention about the following points:

a) Credentials of the Institute/Organisation.

b) Track record of the Institute/Organisation in past -05 years.

c) Relevance of the project as per the scheme guidelines.

d) Usefulness of the institute for public purpose after its upgradation to the Centre of Excellence.

Note: The State Government has to forward the proposal in the prescribed proforma within 60 days of submission of the proposal by the applicant organization to the State. In case, no response is received from State Government, it shall be presumed that State Government has no objection against the applicant organization and Ministry of AYUSH will consider the proposal accordingly.

Selection process:

The selection of a proposal will be in the following steps:-

STEP –I: Examination of Proposal in the Section:

After receiving the proposal the programme officer will initiate process within 14 days. The proposal /concept note not found suitable and in accordance with scheme guidelines at initial examination i.e. proposal with major deficiencies (deviating from the objectives and eligibility criteria) will be rejected and applicant will be informed accordingly. The proposal found suitable will be placed before the Project Appraisal Committee for its consideration.
Project Sanctioning Committee (PSC):

The Composition of the Project Sanctioning Committee will be as under:-

(i) Secretary (AYUSH) - Chairperson
(ii) JS (AYUSH) - Member
(iii) Advisors Ministry of AYUSH - Member
(iv) Addl. Secretary & Financial Advisor - Member
(v) One renowned AYUSH Public Health Experts Nominated by Secretary (AYUSH) - Member
(vi) A representative from Allopathic system of medicine - Member
(vii) Director in-charge of the Scheme - Member Convener

The proposals recommended by the Project Appraisal Committee will be considered by the Project Sanctioning Committee for final approval.

The Project Sanctioning Committee will sanction the proposals which are found suitable and useful under the Scheme.

The Sanctioning Committee may accord in-principle approval to the proposals with minor deficiencies, subject to correction as suggested by the committee, and the proposals not found suitable will be rejected.

Funding Pattern

(i) Maximum Rs.10 crore will be approved for the period of three years. Not more than 30% of the Government grant shall be permitted to spent on civil works.

(ii) The funds will be released atleast in three installments, as decided by the PAC, with each installment amounting to a maximum of 40%, 40% and 20% of the total amount sanctioned.

(iii) The second and third installment will be released after receiving satisfactory achievement-cum-performance report, on acceptance of UC, and approval of Project Sanctioning Committee.

(iv) In case of Non-Governmental Organizations / Institutions the grantee institution is also required to submit a Bank Guarantee and Bond before release of grant. In the Bond,
Grantee Institution will have to commit specifically that 25% facilities created by Government Grant shall be available to the EWS of the society at concessional rates/ free of cost for at least 10 years after release of last installment of the project and record of such services be maintained. The condition of providing facilities to the EWS at concessional rates will not apply to research projects where any knowledge product is developed out of grant. In case research product is developed out of Government grant, no commercial use without specific prior approval of the Ministry will be allowed. While considering the approval for commercial use of research product developed out of Government grant, the Ministry may put conditions as deemed fit.

(v) Ministry of AYUSH shall have the right to recover the total amount of grant released with 12% interest from the date of release of fund for any default or deviation from the terms & conditions of sanction of grant.

(vi) Ministry shall have right to review the project progress, deliverables, its continuance for 10 years after release of last trench of grant.

**MONITORING MECHANISM:**

i) 0.6% of the total cost of the project may be used for the monitoring of the project.

ii) State / UT Government where project is implemented should be involved in the monitoring of each and every project. For this purpose, a Committee would be constituted consisting of the following members.

   a. One representative of State Directorate /Department dealing with AYUSH.

   b. One representative from Local Central Research Institute (CRI) / Regional Research Institute (RRI) unit of respective Council.

   c. One representative from the Ministry of AYUSH.

   d. One local eminent AYUSH expert nominated by the Secretary (AYUSH).

**Note:** In no case monitoring visit will be conducted by less than two members of the Monitoring Committee.

iii) The monitoring committee will submit their report to the Ministry before release of subsequent installment.

iv) To ensure sustainability of the project the local CRI / RRI will monitor the activities of the organization

v) The Final products/ deliverables achieved out of the project will be forwarded to the research councils for leads in the drug development / research protocol.
STAFF FOR THE SCHEME:

Ministry of AYUSH will engage a Project Manager with a minimum qualification of MBA and having an experience of 10 years, at a monthly remuneration of Rs. 55,000/- and a data Entry operator @ Rs. 20,000/- per month on contractual basis for implementation of the scheme. The remuneration will be reviewed periodically in consultation with IFD.
ANNEXURE - A

SCHEME FOR ASSISTANCE TO ORGANISATIONS (GOVERNMENT / NON-GOVERNMENT/NON-PROFIT) ENGAGED IN AYUSH EDUCATION/DRUG DEVELOPMENT & RESEARCH / CLINICAL RESEARCH / ETC. FOR UPGRADATION TO CENTRES OF EXCELLENCE.

1. Name of the Organisation:

2. Address with E-mail and Phone No.:

3. Registration No. and date:

4. Year-wise financial status of the Organisation of last 5 years; income and expenditure:

5. Whether the Organisation has its own building If yes, give details of infrastructure available along with equipment, vehicle etc.:

6. Details/Profile of Personnel employed and persons in the management committee:

7. The details of objectives of the organization:

8. Whether any grant-in-aid has been received from Central/ State Govt., if so, the details of the grant released and the Utilization Certificates thereof:

9. Details of Area(s) to be covered under the Project; like State, District and Block:

10. Whether a concept paper on the proposal with following details has been enclosed:

   a) Proposed objectives of excellence and their justification;

   b) Track record of meritorious accomplishments during the last five years in the proposed activity as a Centre of Excellence;

   c) Information on National and International awards; and

11. Amount of grant-in-aid required (item-wise):

12. Action Plan for implementation of the project:

13. The standards to be achieved by the organization by utilizing the grant with respect to the illustrative list placed at annexure –D of the scheme guidelines:

14. Expected outcome/ deliverables at the end of the project:

Name and signature of the General Secretary/ President/Chief Executive/Proprietor of the Organisation with Seal of Office.

[Signature]
UNDEARTAKING

I/We, ............................................. on behalf of ..................................................
........................................................................ (Name of the Organisation / institution / NGO) hereby undertake
that the progress of work of the project will be intimated to Ministry of AYUSH, Govt. of
India on quarterly basis and will submit utilization certificate for the Grant-in-aid on yearly
basis with details of audited accounts. I/We also undertake that atleast 25% services shall be
available to Economically Weaker Sections (EWS) of the population at concessional rates/ free
of cost atleast for 10 years after release of last instalment of the grant.

Signature --------------------------------------------

Name in capital letters: ..........................
of the Head of the organization (with seal)
CHECKLIST OF DOCUMENTS TO BE ATTACHED WITH THE APPLICATION

i. Application as per Annexure - A.
ii. Two copies of Detailed Project Report (DPR) of the Proposal
iv. Attested copy of the Audited Statement of Account for the last 3 successive financial years.
v. A note of past activities especially those related to AYUSH Sector development.
vii. A detailed note on the Organization's plan giving component-wise activities envisaged under the project proposal.
viii. A detailed statement indicating grant-in-aid received from any organization/Departments in the past.
ix. The list of publications, if any.
x. Documents supporting the previous track record of working in the field of excellence.
xi. Supporting documents claiming the institute as an eminent institute or leader in that particular field of work according to the illustrative list added at Annexure.
xii. Proposed objectives of excellence and their justification;
xiii. Track record of meritorious accomplishments during the last five years;
xiv. Profile of available staff and infrastructure;
xv. Information on National and International awards; if any
xvi. Broad budget estimate for a five year program; and
xvii. MOU with International / National Institutes of International repute, if any
xviii. Details of the current OPD, IPD and equipments available with the Organisation along with the details of the OPD & IPD numbers which the applicant wants to achieve, and details of equipment which the Organisation wants to upgrade to.
xix. Current infrastructure available with the Organisation along with the proposed desired infrastructure.
xx. Details of top 5 specialization areas of the applicant Organisation.
CERTIFICATE TO BE SUBMITTED WITH THE APPLICATION

CERTIFIED THAT:

1. We shall abide by all the Terms and Conditions of the Grant.

2. We shall furnish such periodical / special reports as may be required by Ministry of AYUSH.

3. Our books and records shall be open to inspection at all times to Ministry of AYUSH or their authorized representatives.

4. Ministry of AYUSH may at their discretion, themselves or through their authorized representative evaluate the physical progress / utilization of funds for the projects.

5. The undersigned shall be personally responsible for the credibility and authenticity of the information provided and documents attached with the proposal and legally liable for any default in this regard.

6. Separate accounts for the project will be maintained.

7. In the event of the default or deviation from the terms and conditions of sanction of the projects, the Ministry of AYUSH shall have the right to recover the total amount of grant released with 12% interest from the date of release of fund.

THE FOLLOWING DOCUMENTS WILL ALSO BE REQUIRED TO BE SUBMITTED BY THE APPLICANT ORGANIZATION BEFORE RELEASE OF GRANT, BUT AFTER GETTING APPROVAL LETTER FROM THE MINISTRY OF AYUSH.

(i) BANK GUARANTEE
The applicant organization (other than Government) has to furnish a irrevocable and unconditional Bank Guarantee, before release of grant for the amount equivalent to release of an installment. In the event of the default or deviation from the terms and conditions of the Scheme Guidelines and as issued by the Government / Ministry from time-to-time including those mentioned in the sanction letter, the Ministry of AYUSH shall have the right to forfeit the Bank Guarantee.

(ii) BOND
The selected organization (other than Government) has to furnish a Bond. The Bond should incorporate that the applicant organization shall abide by all terms & conditions as mentioned in the sanction letter, GFR, Component wise approved project cost, year wise deliverables to be achieved under the project and 25% facilities created from Government
grant shall be available to the people of EWS at concessional rates/free of cost. The validity of the Bond should not be less than seven years from the release of last & final installment.

The Bond should also contain:

- Photograph of the Chief Functionary of the applicant Organization
- Signatures Names and Stamp of Chief Functionary of the organization.
- Postal Address
- Telephone Number with STD Code:

(iii) REGISTRATION WITH NITI AAYOG

The selected organization (Non-Governmental) has to register with the portal with NITI Aayog before release of grant.

WHOM TO APPLY

Director (Schemes),
Ministry of Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homoeopathy,
AYUSH Bhawan, B-Block, GPO Complex, INA, New Delhi - 110023.
ANNEXURE – C

Proforma for verifying the credentials of the organization by the State Government:

Certified that (the name of the organization) ........................................, of (Address) ......in ......(State) is working since ..............(no. of years)

a) The institute is working in the field of ...................for...........years, it has already achieved a standard of .................., which is prescribed as minimum eligibility criteria as per the illustrative list at Annexure –D of the scheme guidelines, and deserves to be upgraded to a Centre of Excellence.

b) The upgraded facilities will benefit the public by (specify the manner in which the upgraded facilities will be beneficial to the public.)........................................

c) Track record of the organization in the past 05 years in the field of............... is remarkable and is beneficial to the public.

d) The project submitted by the organization is relevant as per the scheme guidelines.

In view of above the proposal is being recommended for consideration under the Central Sector Grant-in-aid Scheme for upgradation to Centres of Excellence

Signature of the STATE GOVERNMENT OFFICER not below the rank of Director of AYUSH of the State / UT concerned:

Office seal

Phone No..............................
Fax No..............................

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<thead>
<tr>
<th>CATEGORY OF THE INSTITUTION</th>
<th>MINIMUM ELIGIBILITY CRITERIA</th>
<th>STANDARDS TO BE ATTAINED</th>
</tr>
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<tbody>
<tr>
<td>Clinical Research</td>
<td>Teaching college establishment, with permission for PG seats from AYUSH or Autonomous bodies engaged in clinical research for at least 10 years. Must have published at least 05 research papers in Indexed journal having same impact factor. Must be engaged in original and basic research in area concerned. Recognized by SIRO or affiliated by any university.</td>
<td>To be upgraded to the level of a National Institute / International Research Centre in area concerned. To promote international collaboration in clinical research. Should have MOUs with reputed International institutes. Should publish at least one research paper from 2nd year onwards of release of 1st instalment of grant.</td>
</tr>
<tr>
<td>AYUSH Hospitals</td>
<td>Minimum 100 bedded hospital in concerned discipline, existing for the past 05 years, with a turnover of Rs.1 crore.</td>
<td>(i) To obtain a level of NABH – Institute with grant should be able to achieve a level for accreditation to NABH. (ii) As per highest standards developed by NABH for institute already having NABH.</td>
</tr>
<tr>
<td>Pharmacy</td>
<td>Qualifying Schedule-T GMP norms, establishment more than 05 years. Annual turnover of more than Rs.5 crore.</td>
<td>To be upgraded to achieve a level of WHO – GMP / CoPP.</td>
</tr>
<tr>
<td>Pharmacopoeial Laboratory</td>
<td>Must be in existence for minimum five years period.</td>
<td>(i) Meeting GLP norms (ii) To obtain a level of NABL</td>
</tr>
<tr>
<td>Tertiary care Allopathic Hospitals engaged in AYUSH research.</td>
<td>Minimum 250 bedded tertiary care Allopathic hospitals having track record of 5 years in AYUSH research. Should have published at least 05 papers in an indexed journal</td>
<td>Publication of at least 01 paper in the concerned subject of AYUSH (in which the grant is availed ) per year in an indexed journal having some impact factor from 2nd year onwards of release of first</td>
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<tr>
<th>Reputed AYUSH Institutions</th>
<th>Existing at least for last 5 yrs.</th>
<th>At least 10% of the IPD services of the hospital should be benefitted by the COE AYUSH wing, and the number of OPD patients benefitted by the COE should increase every year.</th>
</tr>
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<tbody>
<tr>
<td><strong>To establish at least 100 bedded Integrated AYUSH Hospital and to promote AYUSH research in collaboration with international or national institutes of International repute. From 2nd year onwards of release of first installment of grant, grantee institutions should publish at least one paper in AYUSH research in an indexed journal having same impact factor.</strong></td>
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