

# **Indo-U.S. Genome Engineering/Editing Technology Initiative (GETin) Visiting Fellowship**

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## **Terms and Conditions/Administrative Guidelines for Indo-U.S. GETin Visiting Fellowship Program Module**

- (i)** The individual availing this fellowship would be called **Awards for Indo-U.S. Genome Engineering/Editing Technology Initiative (GETin) Visiting Fellow or Indo-U.S. GETin Visiting Fellow.**
- (ii)** The Indo-U.S. *GETin* Visiting Fellow will be entitled to a Fellowship Remuneration of Rs. 1,50,000 per month.
- (iii)** Indo-U.S. *GETin* Visiting Fellow will be entitled to an appropriate comprehensive Health Insurance cover of Rs 70,000 for entire duration of the fellowship.
- (iv)** The Indo-U.S. *GETin* Visiting Fellow will be entitled to Contingency/preparatory allowances of Rs. 70, 000 to cover expenses for obtaining visa, airport transfers in India and United States.
- (v)** Grant of Rs 5,00,000 will be provided to the Indo-U.S. *GETin* Visiting Fellow for the host institute in India, to support the research during his/her stay period.
- (vi)** Air-tickets for all the selected Indo-U.S. *GETin* Visiting Fellows would be provided directly by the IUSSTF travel desk by economy class and shortest route from their place of work in U.S. to the Indian host institute and back.

*Normally, as per IUSSTF rules, reimbursements will not be provided for air-tickets purchased directly but, under some exceptional circumstances IUSSTF may consider reimbursements as per the approved budget or actuals, whichever is less. IUSSTF should be informed for ticketing at least 6 weeks before the date of travel.*

- (vii)** At the time of disbursement of the grants to the parent institution, 90% of the total stipend amount due would be directly disbursed and the balance 10% of the stipend amount would be settled at the time of UC/SE settlement. The grants as per the Award letter will be released based on the prevailing foreign exchange rate. Any difference in exchange rate will only be reimbursed by IUSSTF after completion of the fellowship and on submission of UC/SE supported by foreign exchange conversion receipts.
- (viii)** Applicant's parent institute has to protect the interests of the applicant selected for the Visiting Fellowship w.r.t. his/her service, if any, and IUSSTF will not bear any expenses towards his/her leave salary, provident fund contribution, pensionary benefits, etc., for the period of his/her stay in the United States. IUSSTF will have no liability towards these.

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- (ix)** The parent institution would be responsible for necessary foreign exchange disbursements against the grants provided by IUSSTF.
- (x)** Visa arrangements are to be made by the Fellow directly.
- (xi)** After the award of fellowship the Fellow should not deviate from:
  - Approved area of the research
  - Identified host and host institute
- (xii)** The Indo-U.S. *GETin* Visiting Fellow will abide by the conduct, rules & regulations of the host institution and country. IUSSTF will not be responsible for any contravention.
- (xiii)** The Indo-U.S. *GETin* Visiting Fellow must submit a detailed report to IUSSTF along with the necessary documents (Utilization Certificate/Settlement of Expenditure), etc. towards the settlement of award grant in the prescribed formats.
- (xiv)** Ordinarily, the Indo-U.S. *GETin* Visiting Fellow is bound to utilize the complete duration of the approved fellowship. No deviations would be permissible. In case the fellow stays beyond the approved fellowship period, there will be no financial commitments/liabilities of IUSSTF.  
  
*In case of any emergency, IUSSTF may consider the request of the fellow to shorten the duration of the fellowship. If the fellow is cutting-short his/her approved fellowship duration; the stipend amount will be settled only for the actual duration of stay in the United States on a pro-rata basis.*
- (xv)** All grant-in-aid awards are subject to availability of funding, either from internal resources or external agencies, as the case may be.
- (xvi)** IUSSTF is not responsible if the Funding Agency, at any given point of time, withdraws the funding support to the program due to unforeseen exigencies; or for any delays in fund release arising due to delayed receipt of funds from the Funding Agency.
- (xvii)** No damages, direct or indirect, caused due to any eventualities during work, stay and travel, such as an accident, injury or illness shall be attributed to IUSSTF during the course of implementation of the Award or any period preceding/succeeding the Award.
- (xviii)** IUSSTF reserves the right to amend its policies and priorities anytime, depending on circumstances, and such decisions shall be binding for all Awards.

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## **Acceptance of Indo-U.S. Genome Engineering/Editing Technology (GETin) Award by Indo-U.S. GETin Visiting Fellow**

1. I have read the Terms & Conditions governing the Indo-U.S. *GETin* Visiting Fellowship Award as stated above and accept the same.
  
2. I abide by the Terms & Conditions laid by IUSSTF towards the utilization of grants and completion of the fellowship award.

In case, any of the above information is found to be false, untrue, misleading, or misrepresenting, I am aware that I may be held liable for it and the fellowship would be cancelled or withdrawn by the competent authority, as per the rules.

(Signature)

Name:

Place:

Date:

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## Application Format for Visiting Fellowship Program Module

*(Only for Reference Purpose, Application to be filled through the Online Portal)*

GETIN\_Fellowship\_2019\_ Reference No.

### Section-1: Basic Information

1. Name: \_\_\_\_\_(First Name)                      \_\_\_\_\_ (Last Name)
  
2. Contact details:
  - Present Postal address:
  - State:
  - Phone number :
  - E-mail:
  
3. Date of Birth (dd/mm/yy): \_\_\_\_\_(up to 60 years as on 31 December 2019 are eligible to apply)  
Age :
  
4. Gender: \_\_\_\_ (Male/ Female)
  
5. Applicant Present Affiliation:
  - Designation
  - Department
  - Address
  - Phone Number
  
6. Employment [Do you hold a regular position in your institute?]: \_\_\_\_\_(Yes/No)
  
7. Passport Details:
  - Yes I have a passport –
    - Passport Number
    - Place of Issue
    - Date of Issue
    - Expiration Date
  - Applied for passport

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**8. Academic qualifications** (*12<sup>th</sup> Standard onwards*):

Examination / Degree	University/ Board	Institute/ College/ School	Duration (from mm/yy to mm/yy)	Subjects studied/ Specialization	Percentage/ CGPA/ Rank

**9. Employment History** (Please provide details of your work experience starting with the current Organization and going back to previous organizations in reverse chronological order):

Name of the Organization	Address of Organization	Department	Designation	Duration (from mm/yy to mm/yy)	Brief job description/Nature of work

**10. Honours and awards received** (should not exceed 1000 words):

### Section-2: Technical Details

**1. Title/Topic of the Proposed Research to be done under the GETin program** (max limit 300 characters) :

**2. Address and Contact details of the Indian Host:**

- Name:
- Designation:
- Department:
- Institute Name:
- Postal address:
- State:
- Phone number:
- Email Id:
- Web URL:

**3. Proposed duration of the fellowship: \_\_\_\_ (in months)**

*(For a period of up to 2-3 months)*

**4. Brief summary of your current area of research work** (Should not exceed 1000 words, figures/graph can be uploaded as optional):

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**5. Description of proposed research work to be done under this fellowship program including:** (Should not exceed 1000 words, figures/graph can be uploaded as optional):

- i. Objectives
- ii. Timeline
- iii. Proposed activity
- iv. Specific need for the joint work (should not be confined only to access to instrumental facilities):
- v. Tangible outcome expected and its relation to present state of knowledge in the field:
- vi. Mutual scientific benefit to be accrued to both sides:
- vii. Follow up activities that may emerge towards a sustained collaboration:

**6. State any other relevant aspects in the application which may be useful for the reviewer to make a qualitative judgment on the application** (Should not exceed 200 words):

**7. Details of international internships/fellowships availed in the last three years:**

Name & address of overseas institute	Duration (in months)	Agency which sponsored the visit	Brief objective of the work done	Achievement/Outcome

**8. Details of applications made/ pending for any other international fellowships:**

Name & address of overseas institute	Duration (Months)	Agency	Brief objective of the work done

**9. Scientific projects with applicant:**

Title	Grant Period	Cost (Rs. in lakhs)	Funding Agency

**10. List of publications of the applicant in peer-reviewed journals:**

Authors	Year	Title of the Paper	Journal name; Volume; Page; Impact factor

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**11.A) Total No. of First authored publication:**

**B) Patents awarded / variety released/ technology developed or transferred: (if any):** *(not more than 500 words)*

**12. List of Conference Paper(s)/Oral Presentation/ Poster Presentation/Abstract presented by the applicant (Best 5):**

Oral Presentation/Poster Presentation/Abstract	Authors	Year	Title of the Paper	Name of the Conference/Symposium/Seminar attended

**13. Recommendations** (One of the referees should be your faculty member/advisor or in case you have completed training in any lab, a reference from your supervisor there would be preferred. (Please furnish details of persons who can provide an assessment of your suitability for this fellowship). The recommendation should be provided on the official letter-heads of the referees:

Details	Reference 1	Reference 2
Name of Referee		
Designation		
Organization		
Email id		
Phone Number		
Relationship with Applicant		

**14. Signed and stamped no objection certificate from US Parent Institution:**

### **STATEMENT FROM THE CURRENT EMPLOYER**

*(This should be given on the official letter-head of the parent institution/organization in the following format:*

This is to certify that this institution has no objection to the consideration of application for the Awards for Indo-U.S. Genome Engineering/Editing Technology Initiative (GETin) Visiting fellowship from Mr./Ms./Dr. .... employee in the ..... (Name of the department/institute/ organization) for research/ training in the area of..... to be held at ..... for the duration of ..... months.

If the fellowship is awarded to him/her, Mr./Ms./Dr. .... will be relieved from ..... (name of the institute/organization) duties for said period from the date of his/her

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joining for research fellowship under Awards for Indo-U.S. Genome Engineering/Editing Technology Initiative (GETin) Visiting fellowship Program During this period, the continuity of employment on the post presently held by him/her would continue to be applicable and rules governing payment of salary as per the norms of the parent institute shall stand the same.

Place: .....

Date: .....

(Head of Institution/Organization): .....

Official seal: .....

### **15. Signed and stamped Certificate by the host institute:**

#### **\*CERTIFICATE BY THE HOST INSTITUTE**

Certify that Prof/Dr. \_\_\_\_\_ if given the awards for Indo-U.S. Genome Engineering/Editing Technology Initiative (GETin) Program Visiting fellowship. He/ she will be provided office and laboratory space, access to equipment and library facilities etc. for implementing the research project proposal submitted by him/ her under this fellowship.

Date: .....

Place: .....

(Signature of the forwarding authority along-with the seal): .....

*\* Forwarded from the host institute is mandatory; otherwise the application will not be accepted*

### **16. Supporting Documentation check-list:** (All the documents should be in 'jpg' OR 'jpeg' OR 'png' OR 'pdf' format & file size should not exceed 2 MB)

- Highest degree obtained \*
- First recommendation letter from a faculty member, advisor or lab supervisor on their official letterhead (as indicated in Point 13)
- Second recommendation letter from a faculty member, advisor or lab supervisor on their official letterhead (as indicated in Point 13)
- Statement from the Current Employer (in the format provided in S. No. 14)\*
- Indian Host Acceptance letter (in the format provided in S. No. 15) \*
- CV of Indian Host (not more than 3 pages) \*

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- CV of the applicant with current photo (not more than 3 pages)\*
- Proof of DoB (Please attach scan copy of the supporting document, e.g. Birth certificate/ 10<sup>th</sup> Class certificate/ passport) \*
- Any other document I (Optional)