



RSSDI

RESEARCH GRANT PORTAL

FLOW CHART

www.rssdi.in

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HAS BEEN APPROVED, KINDLY
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HOW TO SUBMIT AN APPLICATION FOR RSSDI RESEARCH GRANT?

STEP 1

Go to the RSSDI Research Grant Portal by going to the link below
<https://rssdiresearch.org/grant/grant-login.php>

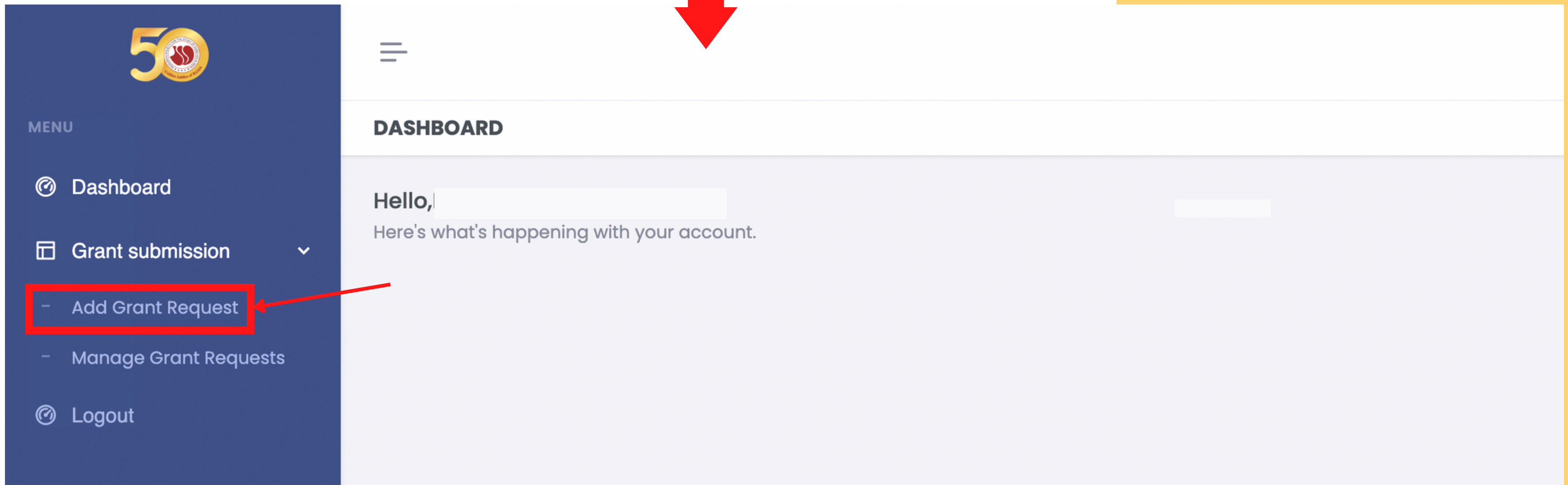
STEP 2

If you are a new user, please **Sign up** and create a new account. If you are an existing user, log in with your credentials

A screenshot of the RSSDI Research Grant login portal. The header features a blue background with a gold '50' logo and the text 'RSSDI RESEARCH GRANT'. The main content area is white and contains a login form. The form has a heading 'Welcome Back !' and a subheading 'Sign in to continue to RSSDI GRANT.'. Below this are two input fields: 'Username *' and 'Password *', each with a placeholder text 'Enter username' and 'Enter password' respectively. Under the password field is a link 'Forget Password Click Here'. At the bottom of the form is a red-bordered box containing the text 'New Member? Click Here for registration'. Below this box is a teal button labeled 'Login'.

STEP 3

Click on the “**Grant Submission**” tab present on the left menu. Then, click “**Add Grant Request**” in order to submit your Grant Proposal application



STEP 4

Fill out the entire application

- **Research Grant:** Select the Grant
- **Total Budget of study:** Add the budget of your study in figures e.g. for 50 thousand, please write as 50000
- **Apply To:** Select to whom you want to apply for your grant e.g. Central RSSDI or RSSDI State Chapters (below 1 lakh you can apply to RSSDI State Chapters but above 1 lakh by default, it will be applied for Central RSSDI)
- **Category:** Select the category from the dropdown
- **Duration of study(in months):** Add the duration of your study in months (in figures) e.g. for 1 year, please mention 12 | for 1.5 years, please mention 18
- **Do you have Ethics Clearance:** If you have a ready Ethics clearance certificate then click Yes and then upload the document at the end under Ethical Clearance Document.
- **Proposal Title:** Add the title of your proposal
- **Synopsis:** Add the short synopsis of the max 300 limit
- **Full proposal:** Upload your full proposal (in pdf format)

The screenshot displays the 'GRANT SUBMISSION' interface. On the left, a dark blue sidebar contains a 'MENU' with options: 'Dashboard', 'Grant submission' (expanded), 'Add Grant Request' (highlighted with a red box), 'Manage Grant Requests', and 'Logout'. The main content area is titled 'GRANT SUBMISSION' and contains a 'Grant Submission Form'. The form includes the following fields:

- Research Grant ***: A dropdown menu with 'Choose' selected.
- Total Budget of study ***: A text input field with 'Enter Budget' placeholder.
- Apply To ***: A dropdown menu with 'Choose' selected.
- Category ***: A dropdown menu with 'Choose' selected.
- Duration of study(in months) ***: A text input field with 'Enter Study duration' placeholder.
- Do you have Ethics Clearance ***: A dropdown menu with 'No' selected.
- Proposal Title ***: A text input field with 'Enter Proposal Title' placeholder.
- Synopsis (DON'T COPY PASTE and DON'T INCLUDE IMAGE/GRAPH - max word limit : 300) ***: A rich text editor with 'B I Ix' formatting options and a large text area.
- Full proposal* (ONLY PDF)**: A file upload section with a 'Choose file' button and 'No file chosen' text.

- **Detailed Budget:** Upload your proposal in pdf format. Max size should be less than 1 MB
- **CV of Principal Investigator:** Upload the CV of your Principal Investigator in pdf format. Max size should be less than 1 MB
- **CV of Co- Principal Investigator:** Upload the CV of your Co- Principal Investigator in pdf format. Max size should be less than 1 MB
- **CV of Co- Investigator:** Upload the CV of your Co- Investigator in pdf format. Max size should be less than 1 MB
- **Ethical Clearance Document:** Upload your Ethical Clearance Document in pdf format. Max size should be less than 1 MB

STEP 5

Click on “**Add Data**” to submit your application

Detailed Budget*
(ONLY PDF)

Choose file

No file chosen

CV of Principal Investigator*
(ONLY PDF)

Choose file

No file chosen

CV of Co- Principal Investigator*
(ONLY PDF)

Choose file

No file chosen

CV of Co- Investigator
(ONLY PDF)

Choose file

No file chosen

Add Data



HOW TO TRACK MY SUBMITTED PROPOSAL FOR RSSDI RESEARCH GRANT?

STEP 1

Log in to the RSSDI Research Grant Proposal

<https://rssdiresearch.org/grant/grant-login.php>

STEP 2

Click on the “**Grant Submission**” tab present on the left menu.

Then, click “**Manage Grant Requests**”

Note: Here you will see all your existing submitted Grant applications. Under the Status head, you can see the application Status (Pending/Under Review/Approved/Not Approved)

Grant Submission

Excel

Search:

#	Research Grant	Grant Title	Applied To	Date	Status	Action
1	Grant 2022 for Quarter 1	Diebetes in India	Central RSSDI	16-06-2022 09:54:37	Pending	<div>Update</div> <div>View</div> <div>Communication(0)</div>

Showing 1 to 1 of 1 entries

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I HAVE RECEIVED AN EMAIL STATING YOUR APPLICATION HAS BEEN APPROVED, KINDLY UPLOAD THE NECESSARY DOCUMENTS ON RSSDI RESEARCH GRANT PORTAL

STEP 1

Log in to the RSSDI Research Grant Proposal

<https://rssdiresearch.org/grant/grant-login.php>

STEP 2

Click on the “**Grant Submission**” tab present on the left menu.

Then, click “**Manage Grant Requests**”

STEP 3



Under **Action head**, there are important tabs/buttons from where all the necessary actions will be carried out till the time your study is not over

Grant Submission

Excel

Search:

#	Research Grant	Grant Title	Applied To	Date	Status	Action
1	Grant 2022 for Quarter 1	Test 8	Central RSSDI	10-08-2022 11:24:44	Approved	<div>Approved/Non Approved/Under Review Grant Requests Can't be updated</div> <div><div>View</div><div>Communication(0)</div><div>Add Acknowledgement/Undertaking</div><div>Add Quaterly Report</div><div>Add Completion/Abstract Report</div><div>Payment Details</div></div>

- **View:** From here, you can see or view your entire submitted grant application
- **Communication:** This tab is to communicate with the admin. In case of any difficulty, you can put your query under this tab
- **Add Acknowledgement/Undertaking:** This section is to upload the necessary documents like Agreement on Rs. 100/- stamp paper, Undertaking & Bank Details of Institution
- **Add Quarterly Report:** This section is to add Quarterly Reports on the Progress of your study & Utilization Report on Budget. You can also add any supporting documents here. Once we received your Quarterly reports, after reviewing your next amount will be disbursed
- **Add Completion/ Abstract Report:** Once your Abstract/Journal is submitted, please add your final abstract here. You can also insert the link where it got published
- **Payment Details:** This section is to track your payment details. It shows you a detailed report of the payment released from Central RSSDI with the supporting document.

THANK YOU

In case of any difficulties, please write to us at rssdihq@gmail.com or call on +91 70115 76756