

--	--

Project Proposal

For Consideration Under

TIH – IoT Technology Development Program -2025

Project Title

Submitted by

Name of Project Investigator

Affiliation

Theme

Date of Submission



TIH Foundation for IoT & IoE
3rd Floor, CSRE Building, IIT Bombay Campus, Powai, Mumbai 400076
✉ office.tih@tihatb.org 🌐 www.tih.iitb.ac.in ☎ 022 21593535



TIH reserves all rights in this document and in the information contained therein. Reproduction, use or disclosure to third parties without express authority is strictly forbidden.	Version 1.0 14-July-2021 TIH	
		Page 1 of 9

Contents

1 Cover Sheet	3
2 Executive Summary	4
3 Background	4
3.1 History	4
3.2 Statement of the problem	4
3.3 Objectives	5
3.4 Deliverables	5
3.5 Project Plan with Major Milestones	5
3.6 Resources and budget	6
3.7 Category of New Technology/Product	7
4 Appendix	8
4.1 Supporting Documentation	8

1 Cover Sheet

Sr. No.	Name	Details
1	Project Title	
2	Principal Investigator (PI)/Project Leader (PL)	
	Name	
	Designation	
	Affiliation	
	Address	
	Phone Number	
	Email ID	
3	Co-Principal Investigator (Co - PI)	
	Name	
	Designation	
	Affiliation	
	Address	
	Phone Number	
	Email ID	
4	Collaborator Details	
	Name	
	Designation	
	Affiliation	
	Address	
	Phone Number	
	Email ID	

2 Executive Summary

The first step to complete a Project Proposal is to write an Executive Summary. This section will summarize the entire document by describing the background for the project and the proposed Vision, Goals and Timeframes. In essence, it sets the scene for the project and makes the document enticing enough to read and endorse, so that the project can be kicked-off. So summarize each of the sections in this document concisely by outlining the:

- History, requirements and proposed solution
- Project vision, goals deliverables and timeframes
- Resources, budget and success criteria.
- Length: **Max 250 words**.

3 Background

3.1 History

Before you describe the proposal in depth, you need to provide the reader with a brief historical view of the problem being addressed, so that it sets the context upon which the project will be initiated. As this is the basis upon which the project is created, you need to describe all of the relevant history that has taken place up until now. (Length: **Max 200 words**)

3.2 Statement of the problem

- The original problem statements
- Relevance or importance of problem
- Background information to educate the reader
- Previous related work by others—literature review with credible sources
- Patent search, if applicable

3.3 Objectives

In the Objectives section, you translate the customer's quantitative and qualitative needs into clear, objective design specifications. Define the scope of work and clearly state the project objectives, including the following:

- Design specifications in specific, quantitative terms.

- Critical design issues, constraints, limitations.
- Give a detailed technical specification and scientific principles used for technology development.

Ty to make the objective of the project “*SMART*” which means Specific, Measurable, Action orientated, Realistic and Time based (Length: **Max 100 words**)

3.4 Deliverables

- In this section, provide a detailed description of what you are providing.
- Every project produces deliverables which form part of the solution that solves the business problem or opportunity.
- These deliverables are key to the success of the project, and they also define the scope of what must be produced. Therefore, it is critical that you list all the key deliverables that are to be produced in as much depth as possible.
- Deliverables shall be quantitative i.e. some performance parameters, power saving, weight reduction, efficiency etc. (Length: **Max 100 words**)

3.5 Project Plan with Major Milestones

- All projects must be delivered within a specific timeframe.
- The major milestones to be achieved should be specified clearly in the project plan.
- These milestones can be specified as quarterly for 2 years and monthly for 1-year project.
- This timeframe is critical to success, because if the project delivers the solution after the timeframe specified then the benefit from the project reduces.
- So you need to specify the timeframe for delivering the project. Describe what the timeframe is and why it is so important that the project delivers the solution within this period of time.
- Ideally you will also include an initial project plan for the delivery of the project. Although it is at a very early stage, the reason for this is that it gives the confidence that everything has been thought through and that the project can realistically be delivered within the timeframes specified.

- The innovative solution/Project Plan proposed in the project proposal must identify a scenario or use case after stakeholder discussions. Based on at least one-use case, the specifics of the following milestones be given:

Sr. No.	Milestone	Time Period Required from To (T0 Being Project Start Date, Please fill the time period accordingly)	Remarks
1	Milestone 1:	T0 + --months	
2	Milestone 2:	T0 + --months	
3	Milestone 3:	T0 + --months	
4	Milestone 4:	To+-- months	

3.6 Resources and budget

- In order to approve the Project Proposal, it is necessary to understand the amount of resources required to undertake it.
- Resource requirements should include the details regarding people, equipment and materials needed to undertake the project.
- Estimate the total budget for the project based on the cost of the resources specified above.

- Then add contingency and any other additional costs need to be factored in.
- Following table can be used for the budget estimates
- **Please give a Split Budget as well along with the total budget below (if applying with a collaborator),by adding a similar table for each party.**

Sr. No.	Item	1 st Year (Rs)	2 nd Year (Rs.)	Total (Rs.)
1	Manpower			
2	Equipment (Exclusive of GST)			
3	Consumables			
4	Travel			
5	Miscellaneous expenses			
6	Contingency (max @5% of 10)			
7	Sub total			
8	Overhead (max @ 20% of 7)			
9	Faculty Fee (inclusive of all overheads/ institute share etc) @maximum of 20% of total project value (optional)			
10	Total (7+8 +9)			
11	GST (@18% of 10)			
12	Grand Total (10+11)			

*Contingency cannot be more than 5% of Project Value without GST (Total 10)

** Overheads cannot be more than 20 % of Project Value without GST (Total 10)

*** Faculty fee cannot be more than 20 % of Project Value (Grand Total)

Tranche Disbursement Schedule

Sr. No.	Timelines	Amount Required (INR) inclusive of GST	Milestone/Deliverables that will be completed by the timeline
1	Project Start Date(T0)	/- (Initial Fund required)	Project Beginning
2	T0+ 6 Months	/-	
3	T0+ 12 Months	/-	
4	To+ 18 Months	/-	
5	To+24 Months	/-	
6	To+ Total duration in Months	/- (10% of Total Budget (inclusive of GST) in case of startup-industry)	(Last Milestone) + Project Closure Report + UC/SE Submission

3.7 Category of New Technology/Product

Indicate the category of the new technology/product according to your understanding. If you could not categorize simply indicate the “**not known**”

Sr. No.	Category	Details
1	New-to-the-world Products/Technology	The alternative expression for new-to-the-world products/technology (really new products/technology) already indicates that this is what most people would define as a new product. These products are inventions that create a whole new market.
2	New-to-the-firm Products/Technology (new Product Lines)	Products that take a firm into a category new to it. The products are not new to the world, but are new to the firm
3	Additions to existing Product Lines	These are simple line extensions, designed to flesh out the product line as offered to the firm's current markets

4	Improvements and Revisions to existing Products	Current products are made better.
5	Repositioning	Repositioning are products that are retargeted for a new use or application
6	Cost Reductions	Finally, cost reductions complete the six categories of new products. Cost reductions refer to new products that simply replace existing products in the line, providing the customer similar performance but at a lower cost

4 Appendix

4.1 Supporting Documentation

Provide any documentation you believe supports this Project Proposal. It may be:

- References
- Research materials
- Statistics or estimates
- Detailed cost / benefit spreadsheets
- Other relevant information or correspondence.