

## **Guidance for Applicants for New Centers**

1. The completed application forms along with CVs and photographs are to be e-mailed to **crdf@cept.ac.in** on or before **30 September 2018**.
2. Shortlisted candidates will be advised by e-mail only on or before **30 October 2018**.
3. The form is intended to convey your message in a simple manner and applicants will be shortlisted on the basis of the form.
4. Please stay within the word limit stated on the Application Form.
5. At present, the intention is to start two new Centers, in addition to the Centers on Noise Pollution and Acoustics and Textiles in construction.
6. The form is to be used for all new Center proposals including the two named above
7. Forms are to be filled in English and can be typed in size 10 font or legibly handwritten.
8. At this stage, please do not submit any additional information with the exception of your CV, which shall be no longer than 2 sides of A4.
9. The applications must be domain focused and based around a theme. We will look for creativity, innovation, simplicity of ideas, practical application of ideas, clarity of vision etc.
10. Applications will be judged on the basis of the following...
  - Quality of ideas
  - Organisation skills and clarity of vision
  - Economic and environmental Sustainability and ability to attract funding
  - Application to the urban environment and benefit to society
  - Leadership and management qualities of individuals promoting new Centers along with their commitment
11. There is no application fee.
12. Shortlisted candidates will be required to make a power-point presentation for 30 minutes with no more than 20 slides.
13. Should you wish to adopt any other method of show and tell, this is also acceptable provided you complete your talk in 30 minutes.
14. Should you be selected to start a Center, you must do so within 45 days of being notified.
15. Should you be selected to start a Center, you will need to sign an Agreement with CRDF and unconditionally comply with all operational, financial and reporting requirements.
16. Intellectual Property rights emanating from any work carried out by the Centers shall belong to CRDF and CEPT University.