

The following document contains two parts-

A. Application Documents that need to be included in the application to join the UMA framework.

B. Three Stage Empanelment Process and Timeline followed in phase I (2017) of UMA.

A. UMA Application Documents

Interested colleges should submit an application to DTE which should contain the following-

1. A covering letter

2. A participation criteria sheet

1. A covering letter- This should be a short, personalised write-up explaining the motivation and rationale behind participating in the UMA mechanism, both from an institutional and societal perspective. It should also lay down the objectives and goalposts that the institution aims to achieve and the course of action that needs to be charted to achieve them. This will vary from institution to institution, but should broadly reflect the spirit of UMA. The Government Resolutions of 13th January 2016 and 15th June 2016 should help institutions in drafting this letter. A sample covering letter is available for reference on the UMA website.

2. A participation criteria sheet- This is a formatted excel spreadsheet that needs to be filled and attached to the covering letter. The spreadsheet will help in judging the interest and capability of the institution to perform UMA activities. A blank formatted participation criteria sheet is available on the UMA website. A sample participation criteria sheet is also available for reference.

Please remember that the participation criteria sheet forms the crux of the UMA application and should be used to build a strong case. In order to build a strong case, institutions need to prove that they have prior experience working in the development sector, interacting with other technical institutions, industries and government agencies, and possess the requisite infrastructure and faculty expertise.

B. Three Stage Empanelment Process and Timeline

Following a meeting of select private engineering colleges on 28th December 2016, applications for UMA empanelment were received from 18 colleges. The process followed is as follows-

1. Stage I: 23rd to 29th Jan - The UMA Review Committee (Mr. Raj Desai, Mr. Yatin Diwakar and Ms. Oshin Dharap) scrutinized and scored the 18 applications received based on parameters such as experience in the development sector, experience in executing projects of inter-disciplinary nature, fieldwork and reporting, availability of seed funding to start T&DC, willingness to commit faculty time, etc. A cut-off score was decided upon and 14 colleges were shortlisted.

2. Stage II: 8th Feb to 13th Mar- The UMA team consisting of Mr. Raj Desai and Ms. Oshin Dharap visited 14 applicant colleges to assess their technical capabilities to conduct UMA activities (in terms of work done in the development sector as well as existing infrastructural facilities) and review supporting documents (project reports, agreements, MoUs, certificates, etc.). Each college was requested to send contact details of key professors who have done UMA related work as well as a brief presentation containing the synopsis/abstract and pictures of 6-7 key projects which were found relevant by the UMA team. The UMA team prepared a UMA summary visit report for each college.

3. Stage III: 24th May- The UMA Advisory Committee held its second meeting on 24th May 2017. The 14 college presentations and summary visit reports were put before the UMA Advisory Committee for approval. Based on this, the UMA Advisory Committee decided to approve the 12 recommended institutions for empanelment. Subsequent to this, a new GR enlisting the empaneled colleges and empowering them to participate in UMA projects and activities was released on 5th July.