

ARTIFICIAL INTELLIGENCE (AI) SKILLS DEVELOPMENT SUPPORT PROGRAMME

INDICATIVE TEMPLATE FOR SUBMISSION OF PROJECT PROPOSAL

A. Applicants for SD projects in AI

- (a). Market/Industry association driven or cluster of enterprises
- (b). University

B. Information on enterprise/ training provider

- Name of enterprise and/or training provider (*3 or more enterprises, preferably backed by an industry association*)
- Total number of employees per enterprise/ students per training provider who will participate in the training (provide number of participants per employer/faculty.. as applicable)

C. Proposed programme/project

- Project title
- Brief on the project
- Single or multiple phases (give details)

D. Rationale for the programme/project

- How the skills need was identified?
- What are the existing skills gaps and challenges?
- What is the issue that the proposed programme seeks to resolve?
- What measures need to be taken?

E. Aims and objectives of the programme

- What is the aim of the programme?
- What are the objectives of the programme?
- What are the learning outcomes?

F. Method

- How to achieve the course objectives and how to address these issues/gaps?
- Proposed intervention areas
- Methodology proposed in detail (e.g. portfolio development, mini project development, industry-relevant AI project, industrial/social usage...)

G. Main features

- Participants profile
- Eligibility (entry requirement/selection criteria,...)
- Criteria for selection of participants
- Course content (topics to be covered/course outline, learning outcomes, duration of each module)
- Trainer
- Training resources (equipment/lab/software/license/online platforms)

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- Any international collaboration? (international companies/universities/trainer)
- CV of trainer/s
- Delivery Mode/s
- Examination/Test/Certifications
- Monitoring progress of training
- Evaluation of training programme

H. Expected outcomes

- What are the expected outcomes of the programme?
- Follow up on the project post training regarding changes to be brought at workplace/implementation plan, through mentoring, online support, industrial projects for universities,...

I. Cost structure/cost breakdown (as applicable)

Cost items directly related to training	Breakdown and justification for each cost item	Total (Rs)	Amount absorbed (Rs)	Amount seeking funding from HRDC (Rs)
Trainer fee	#hrs x cost per hour			
Economy airfare for trainers (for foreign trainer/s)				
Accommodation	# nights x rate			
Venue for training	# days x rate per day			
Equipment/tools (cost per item)				
Training materials (handouts, CD, ...)				
Administrative and other costs				
Any other costs specific to the training				
TOTAL				

J. Additional documents to be submitted

Checklist	Applicant please tick (✓)	For office use
1. Covering letter		
2. Detailed course content, learning outcomes		
3. Proposed time table and venue for training		
4. CV of trainer/s		
5. Any other detail depending on specificity of the project		