

Shri Shivaji Science College, Amravati

NOTIFICATION

7896/2023

Date: 27th April, 2023

Dr. Panjabrao Deshmukh Minor Research Project Grant Scheme

Criteria, Procedure and Guidelines for undertaking Minor Research Project and extending financial assistance to the teacher in the Shri Shivaji Science College, Amravati.

Whereas, under Section 97 (5a) of Maharashtra Public University Act – 2016 the College Development Committee prepares an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extra-curricular activities.

Whereas, Section 97 (5f) of Maharashtra Public University Act – 2016 prescribes that, the College Development Committee makes specific recommendations to the management to foster academic collaborations to strengthen teaching and research.

Whereas, as per Section 95 (1) of Maharashtra Public University Act – 2016 Internal Quality Assurance Committee constituted to plan, guide and monitor quality assurance and quality enhancement in all the academic activities in the college.

Whereas, Internal Quality Assurance Committee of the college has constituted various committees to plan and execute the activities strengthening the outcomes of the activities conducted by the college. Amongst these committees, IQAC established special committee for promotion of the research culture in the college and motivate students and teachers to carry out quality research. It was named as “Research Culture Promotion Committee” and focused on committed planning of the programs to develop conducive environment and supporting ecosystem to nurture the novel ideas of the researchers working in the college.

Whereas, in view of the celebrations of the 125th Birth Anniversary of Dr. Panjabrao Deshmukh, Research Culture Promotion Committee submitted the proposal of “Dr. Panjabrao Deshmukh Minor Research Project Grant Scheme” to offer the financial assistance to Minor Research Project undertaken by college teachers. The subject has been placed before the College Development Committee in its meeting held on 11.04.2023 and Committee to scheme proposed.

Research Culture Promotion Committee is pleased to announce that the College Development Committee approved the collaborative and interdisciplinary research grant proposal. The college is launching Dr. Panjabrao Deshmukh Minor Research Project Grant Scheme from the academic session 2023-24 which offers financial assistance of 1.0 Lakh to teachers of this institution.

1. Quantum of Financial Assistance

The maximum quantum of financial assistance for research under this scheme shall be provided up to Rs.1,00,000/- (Rs. One Lakh Only) per project. Further, the selection of projects shall be such that projects from all the faculties get appropriate allocation.

2. (i) Non-Recurring Grants

a. Equipment (Minor Equipment's only)

The equipment grants may be utilized to procure the essential minor equipment's needed for the proposed research work. The equipment acquired by the Principal Investigator (PI) under a Minor Research Project must be deposited to Institution Library & Laboratory after the completion of the project which will be the institutional property.

b. Books and Journals

The books & journals grants may be utilized to procure the requirement for the proposed research work. The books & journals acquired by the principal Investigator under a Minor Research Project must be deposited to Institution/Library & Laboratory after the completion of the project which will be the institutional property.

(ii) Recurring Grant

a) Hiring Services

This is meant for specialized technical work, such as sample analysis, for which the College either has no infrastructure or such services are available on payment basis. The sampling analysis can be done in Central Instrumentation Centre (CIC) of this college.

b) Contingency

The admissible contingency grant may be utilized on spares for apparatus, photo- stat copies and microfilms, typing, stationery, postage, telephone calls, internet, fax, computation and printing needed for the project. Expenditure towards the audit fee may also be claimed under contingency head.

c) Special Needs

Any other special requirement(s)/expenditure not covered under the specified heads may be requested with proper justification.

d) Chemical and Consumables

To meet expenditure on chemicals, glassware and other consumable items.

e) Travel and Field Work

The amount allocated under the head travel/field work is to be utilized for data collection and collection of other information such as documents and visit to libraries within the general scope and sphere of the ongoing project. This should not be used for attending conferences, seminars, workshops and training courses etc. They may also avail special casual leave/duty leave for field work/collection of data as per college rules.

3. Tenure and Implementation: 2 years

The effective date of implementation of the project will be mentioned in approval-cum-sanction letter.

4. Procedure for Applying

All Teachers of the college may submit Minor Research Project proposals up to 1st June of every year in the prescribed format to the Research Culture Promotion Committee of the College duly certified by the Head of the Department/Principal.

5. Time Line of submissions and assessments

- Announcement: First Week of April
- Last Date of Submission: 1st June
- Presentations of Shortlisted Projects: 10th July
- Result Announcement: 17th July
- Grant Disbursement and Project Commencement: 1st August
- First Term Report Submission: First Week of January
- Mid Term Presentation by PI: 1st August (First Year)
- Second Term Report Submission: First Week of January (After One Year)
- FTR Submission and Presentations: First Week of September (After Two Years)

6. Procedure for Approval

The received proposals duly forwarded by the Head of Department / Principal of College will be assessed by the expert committee. The constitution of the expert committee will be as follows –

Principal	Chairman
Convener, Research Culture Promotion Committee	Secretary
IQAC Coordinator	Member
External Expert (Other University)	Member
External Expert (Home University)	Member
Internal Expert Nominated by Principal	Member

7. Procedure for Release of Grants

The first instalment of the grant shall comprise 60% of the total grant approved by the College for the total duration of the project. The grant will be released to the Principal Investigator.

Remaining 40 % of total grant will be released as second instalment on receipt of Progress Report (every 6 months), Statement of Expenditure and Utilization certificate at the time of Mid Term Presentation as per schedule. Following officially verified documents will be required for submission -

- i) Copy of the final report of project along with soft copy.
- ii) A consolidated item wise detailed statement of expenditure incurred during the complete project period in the prescribed proforma duly signed and sealed by the Principal/Head and the Principal Investigator.
- iii) The unutilized grant if any, after completion of project, shall be refunded immediately through demand draft drawn in favour of the Finance and Account Officer, Shri Shivaji Science College, Amravati.
- iv) It is mandatory to upload the Executive Summary of the report, research documents, monograph, academic papers published under Minor Research Project on the website of the College. The hard copy of the FTR must be deposited in to departmental library.

The Principal Investigator is expected to settle the accounts immediately on completion of the project. In case the balance grant, if any, is not claimed within six months from the date of completion of the project, the same will lapse and no representation will be entertained on this behalf.

8. GENERAL

- a) After finalization of the selection procedure of the Minor Research Projects the names of the selected PI will be communicated by E-mail. The PI's should check their names and send their acceptance certificate duly forwarded by the Principal/Head of the Department immediately to the Research Culture Promotion Committee, Shri Shivaji Science College, Amravati to enable the College to send the approval/sanction letters.
- b) If a Principal Investigator fails to complete the projects, he/she has to refund the entire amount released with interest accrued as applicable.
- c) In case, PI leaves college for any reason, the project shall be transferred to the teacher working in the college on approval of transfer by RCPC and Principal.
- d) Extension in tenure is permissible for maximum six months with genuine reasons.
- e) The proposal to increase the project grant may be accepted with the justification of the PI to achieve publications or patents.
- f) Acknowledgement must be given to the college in the name of the scheme and if the facilities of the Central Instrumental Cell are used then it should also be acknowledged for the funds and publications.
- g) All the publications (research papers/patents) authorship claims will remain with investigator and institution.

9. Criteria for selection of research project

Regional and Social relevance of the project

Local problems of the society should be essentially addressed by the Minor Research Project basic and/or applied type of the research shall be encouraged. Research Proposals in Collaborations inter/intra disciplinary (or inter faculty) will be appreciated.

- Possibility of converting minor research into patents/productive or society useful technology, methods, techniques, processes and products, local industries etc.
- Development of product, process, teaching techniques, resources material in a particular branch of science or subject.
- Possibility of Publishing Monographs/Books etc. with established publisher.