

Policy for Seed Money to the Young Faculty/ Researchers



GURUGRAM UNIVERSITY, GURUGRAM

(A State Govt. University established under Haryana Act 17 of 2017)

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Policy for seed money to the Young Faculty/Researchers

To motivate the newly appointed young faculty/researchers of the University, R&D proposals will be invited from the interested faculty members/researchers every year. These projects will be sponsored by the University through unassigned UGC/University funding. The seed money of maximum Rs. 2.0 Lacs can be granted to the selected projects for two years. For selection the proposals will be scrutinized by the expert committee comprising of internal/external experts.

Formats For Submission of Research a Proposal

(To be filled by the applicant)

1. Project Title
2. Broad Subject:
3. Sub Area:
4. Duration in months:
5. Project summary (maximum 150 words)
6. Key words (maximum 6)
7. Technical details
- 7a. Financial detail's
 - a) Non – Consumable recurring
 - b) Consumable recurring
8. Introduction
9. Review of status of Research and Development in the subject.
10. Importance of the proposed project in the context of current status.
 - a) Proposed Outcomes:
11. Methodology
12. Details about Principal Investigator

Name of PI			
Designation			
Appointment Type			
Department			
Qualifications			

Experience in years			
Students guided, if any			
Publications, if any			
Relevant experience			
Other information :			
Cell number			
Email			
Signature			

13. Details about Co-Investigator, if any

Name			
Exact designation			
Appointment Type			
Department			
Qualifications			
Experience in years			
Students guided, if any			
Publications, if any			
Relevant experience			
Other information :			

Cell number	
Email	
Signature	

14. Facilities / equipment available in the area of proposed research in the Department

Name of equipment	Make and model	Cost in Rs.	Year purchased

15. Budget Estimates – Non Recurring

Proposed equipment/s	Specifications	No of units	Cost in Rs.	Justification
Total(INR)				

16. Budget Estimates –Recurring

	Estimate for Year 1	Estimate for Year 2
AMC/Service charges	Nil (warranty period)	
Consumables & Contingencies		

By signing this certificate, I/We undertake to

- i. Abide by all the rules / regulations regarding utilization of amount that may be granted by the Institute.
- ii. Submit timely progress reports about grant utilization.
- iii. Submit utilization certificate duly authenticated by University Audit on/before project period is over.
- iv. Return full/partial unutilized grant amount to the University.

Date :

Signature of the Applicant
Signature of Chairman of the Department

Scrutiny report format for the project

Title of the project:

Department:

Name of Principal Investigator:

Area of Project:

Date of Scrutiny

Reasons of selections/rejection:

- a viable and researchable problem
- an acceptable plan of action for undertaking the research
- done sufficient preparation to establish the rationale for the research
- a feasible chance of completing the research
- originality
- creative thinking
- Budget and cost: Cost effectiveness/ cost

Any other comment:

Research Proposal Scoring

Evaluation comments	Score
All relevant aspects of the criterion are successfully addressed.	5
The criterion is well addressed, although certain improvements are possible.	4
The criterion is broadly addressed, yet significant weaknesses need to be corrected.	3
There are serious weaknesses in relation to the criterion	2
The criterion is addressed in an unsatisfactory manner.	1

Project: Selected/ Rejected

Signature of the expert

Name of the expert

Designation

Report format of the work done on the Research Project (Report to be submitted after every six months).

1. Project report No. 1st /2nd _____
 2. Period of report: from _____ to _____
 3. Title of project _____
 4. (a) Name of the Principal Investigator _____
(b) Deptt. _____
(c) Date of sanction of the project _____
 5. Effective date of starting of the project _____
 6. Grant approved and expenditure incurred during the period of the report:
 - a. Total amount approved Rs. _____
 - b. Total expenditure Rs. _____
 - c. Report of the work done: (Please attach a separate sheet)
 - i. Brief objective of the project _____
 - ii. Work done so far and results achieved and publications, if any, resulting from the work (Give details of the papers and names of the journals in which it has been published or accepted for publication) outcome, if any based on work done so far .
 - iii. Has the progress been according to original plan of work and towards achieving the objective? If not, state reasons
 - iv. Please indicate the difficulties, if any, experienced in implementing the project
 - v. If project has not been completed as per the time line , please indicate the approximate time by which it is likely to be completed.
 - vi. If the project has been completed, please enclose a bound copy of the final report of work done.
 - vii. Any other information which would help in evaluation of work done on the project.
- At the completion of the project, the first report should indicate the output, such as
- (a) Manpower trained
 - (b) Ph. D. awarded
 - (c) Publication of results
 - (d) other impact, if any

Signature of
Principal investigator

Chairperson

Dean/DRD