



Guidelines for Seed Money Research Grant for Young Faculty members
(An initiative by RDC, Sibsagar University)

1. Objectives

- 1.1 To promote high-quality and impactful research among young faculty members
- 1.2 To provide financial assistance for pilot studies and proof-of-concept projects.
- 1.3 To encourage interdisciplinary and collaborative research initiatives.
- 1.4 To build capacity for securing external research grants.

- 2. Title of the scheme:** The research grant borne by the University under this scheme shall be called Seed Money Research Grant for Young faculty members (**SMRGYF**)

3. Eligibility

- 3.1 Regular faculty with **less than 10 years** of service experience in the institution (as on the date of application for the scheme)
- 3.2 Only one proposal per faculty member per academic year may be submitted
- 3.3 Collaborative and interdisciplinary proposals will receive preference.

4. Tenure and no. of project slots

- 4.1 Tenure- **9** months
- 4.2 Four (4) project slots or as decided by the university
 - 4.2.1 2 no.s – For Faculty of Science
 - 4.2.2 2 no.s – For Faculty of Arts and Professional Programs

5. Financial Assistance

- 5.1 The quantum of support under the scheme is (i) **25,000** for the faculty members belonging to Faculty of Science, and (ii) **20,000** for the Faculty of Arts and Professional Programs
- 5.2 The grant can be utilized for purchasing items like minor equipment, consumables, contingencies, fieldwork, travel, analytical/testing charges, publication and documentation costs etc. (as per approved by the university authority as per guidelines)
- 5.3 The grant cannot be used for national/international travel, purchasing laptop/printer/furniture items or for appointing project assistant or research fellow
- 5.4 The items / equipments purchased from this grant shall be property of the University.

6. Selection Process

- 6.1 The call for the project proposals from the intended regular faculty of the University shall be notified and uploaded in the University website as well as circulated through emails of all faculty members.
- 6.2 The submitted proposals shall be evaluated for their merits by the referees (experts) of the fields including external members.
- 6.3 On the basis of the scores received from referees, the final merit list will be generated which will be notified in the University website

6.4 The University reserves the right to withdraw/cancel the award of Research Grant without assigning any reason thereof.

7. Activation of Grant

7.1 The faculty member shall submit the acceptance letter for the Research Grant within 15 days from the date of issue of Award letter failing which the Research Grant will be treated as cancelled. In special circumstances with due approval of the competent authority, it may be extended for a maximum period up to 20 days from the date of issue of award letter.

7.2 The tenure of Research Grant shall commence from the release of first installment of research grant.

8. Procedure for release of grant

8.1 The grant will be released in two installments. Initially 50% of the total sanctioned amount and after 3 months, the PI shall submit the progress report which will be reviewed by an assessment committee constituted by Dean, R&D and on recommendation of the satisfactory progress, the second installment i.e., 50% of the sanctioned grant will be released.

8.2 After completion, the PI should submit the utilization certificate to the authority.

Note: a. No extension is permissible beyond the total period of 9 months if not otherwise notified by the competent authority, at the end of the notified period, the research grant shall cease with immediate effect. Any claim/reference to the expenditure incurred beyond the tenure of the period will be illegal.

9. Feedback:

9.1 After completion of the research work, the respective faculty shall submit the summary of the research work along with the research papers published. He /She should duly acknowledge the grant in the publication or presentation of the work.

10. Termination of Award

The Grant is liable to be terminated in case of:

- a. The awardee leaves the University by the way of resigning or on-lien/deputation for more than 4 months
- b. Misconduct.
- c. The awardee is found ineligible later.
- d. Any false/misleading information furnished by the awardee or any fraudulent activity by the Awardees shall lead to action against him/her as per rules.
- e. Plagiarism or unethical practices.
- f. Any corrupt practices by the awardee.
- g. Violation of terms and conditions of the fellowship.

Before terminating/cancelling the Grant, the faculty member shall be given opportunity to defend himself/herself.

ANNEXURE-I

FORMAT FOR INFORMATION OF THE APPLICANT (PI)

1. Principal Investigator
 - a. Name:
 - b. Sex: M/F
 - c. Date of Birth:
 - d. Qualification:
 - e. Designation:
 - f. Department:
 - g. Residence Address:

2. Name of the Department where the project will be undertaken:
3. Teaching and Research Experience of Principal Investigator:
4. Teaching experience:
 - a. UG _____ Years PG _____ Years
 - b. Research experience
5. Publication details

ANNEXURE-II

(Project Proposal)

1. Project Title:
2. Introduction:
 - a. Origin of the research problem:
 - b. Interdisciplinary relevance:
2. Review of Research and Development in the broad field (in brief):
 - a. International status:
 - b. National Status:
3. Significance of the study (in brief):
4. Objectives:
5. Methodology:
6. Month-wise Plan of work and targets to be achieved.
7. Details of collaboration, if any intended:
8. Budget details:

I hereby undertake to abide by all rules, regulations, and guidelines governing the Seed Money Research Grant Scheme, in the event that financial assistance for the project is sanctioned by the University. I further undertake to complete the project within the stipulated time period. In case the progress of the project is found to be unsatisfactory by the University, the University shall have the right to terminate the project forthwith, and I shall be liable to refund the entire amount received under the scheme.

I also certify that the above research project is not funded by any other agency.*

Name & Signature (a) Principal Investigator:

Date: _____