



# राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर

हमीरपुर (हि.प्र.) -177005 (भारत)

**NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR**

HAMIRPUR (H.P.)-177005 (INDIA)

(An Institute of National Importance under Ministry of HRD)

**Office of the Dean (Research and Consultancy)**

कार्यालय अधिष्ठाता (शोध और परामर्श)

## CIRCULAR

**Subject: Research Project Proposals for Seed Money/ Research Grant under the Scheme for Newly Recruited Faculty in NIT Hamirpur – Invited.**

It is for the information of all HODs/HOCs of NIT Hamirpur that in pursuance to the approval of the Competent Authority, NIT Hamirpur, dated 19-03-2019 and in light of the notification No. NIT/HMR/ Dean (FW)/-228/2019/1095-1120 dated 24/01/2019 from Registrar, NIT Hamirpur, applications cum research project proposals for the year 2019-20 under Seed Money/Research Grant are duly invited from the newly recruited faculty members.

The primary goal of this scheme is to support newly joined faculty in developing research resources in the area of expertise and to develop innovative or interdisciplinary approaches or methodologies. The program shall help generate preliminary data that provides Technological/Software developments, translation into prototypes/patents/copyrights/publications.

The new faculty members who have been appointed to a position of Assistant Professor recently in National Institute of Technology Hamirpur (December, 2018) are encouraged to apply for Seed Money/Research Grant **on or before 20<sup>th</sup> April, 2019**. Normally, the Seed Money/Research grant shall be limited to **Rs. 5 Lacs** however, in exceptional cases, it may go up to **Rs.10 Lacs** with the approval of the Director. Therefore, all HODs/HOCs are requested to circulate the attached guidelines for Seed Money/Research Grant along-with the format (also e-mailed to faculty) for submitting the research proposal under Seed Money/Research Grant scheme amongst the newly recruited faculty members of their respective departments/centres.

The Research Proposals complete in all respects must be received in the office of Dean (Research and Consultancy), NIT Hamirpur on or before the last date i.e. **20<sup>th</sup> April, 2019**.

*R. Handel*  
26/3/2019  
Dean (Research and Consultancy)  
NIT Hamirpur (HP)

No. NIT/HMR/R&C/Seed Money-71/2019/1339-45

Dated: 26/03/2019

Copy to the:-

1. Registrar NIT Hamirpur for kind information, please.
2. PS to the Director for kind information of Director, please.
3. All HODs/HOCs, NIT Hamirpur for information, necessary action and with the request that the Guidelines for Seed Money/Research Grant and Format may kindly be provided to the newly joined faculty in respective Departments/ Centres.
4. Dr. Lokesh Chauhan, Assistant Faculty Incharge (Website), Computer Centre, NIT Hamirpur with a request to upload the notice on the main page of website as well in Dean (R&C) link.
5. Dy. Registrar (Accounts), NIT Hamirpur for information and further needful.





राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर  
हमीरपुर (हि.प्र.) – 177 005 (भारत)  
**NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR**  
HAMIRPUR (H.P.) - 177 005 (INDIA)

(An Institute of National Importance under Ministry of HRD)

**FORMAT FOR RESEARCH PROPOSAL UNDER SEED MONEY/RESEARCH GRANT  
SCHEME MEANT FOR NEWLY RECRUITED FACULTY**

**A. Detail of the Faculty Member**

1.	Name of the faculty member		
2.	Department/ Center		
3.	Designation		
4.	Date of Joining the Institute		
5.	Date of Birth		
6.	Phone No. (office)	Mobile No. :	Email :

**B. Details of Project Proposal:**

1.	Title of the Proposal:		
2.	Tentative Time Period (Maximum Three Years)(Include date of expected completion):		
3.	3.1	Research Objectives <b>[Maximum ½ Page]:</b>	
	3.2	Current Status of the Work (Literature Review with Research Gaps Identified) <b>[Maximum 1 Page]:</b>	
	3.3	Relevance of the project in the current scenario <b>[½ Page]:</b>	
4.	Methodology, Research Plan and Milestone Bar-Chart of the Proposed Work <b>[Maximum 3 Pages]:</b>		
5.	Tentative Budget (Rs.):		
6.	Deliverables/ Outcome in terms of creating specialized research resources <b>[Max. One Page]:</b>		
7.	Names of at least Two Reviewers (Subjects experts at minimum Associate Professor level preferably from NIT Hamirpur. Only in case of Non-availability of Subject Experts at NIT Hamirpur, Name of External Reviewers from Other Centrally Funded Institutes of Higher Learning may be proposed.):		
8.	Brief Resume of the Investigator <b>[Maximum 2 Pages]:</b>		

RW  
13/3/14

### C. Budget Estimate for Seed/Research Grant:

(i) **Non-Recurring (NR) Expenditure: Equipments/Softwares** (\*Electronic gadgets, computer and its peripherals are not permitted)

S. No.	Name of Equipment/ Facilities to be procured	Specifications of Equipment/ Software	Estimated Cost (in Rupees)	Justification for Procurement	Whether the Proposed item Already exist in the Department/ Centre (Yes/No)

(ii) **Recurring Expenditure: Consumables** (Restricted up to 20% of maximum value). In case a Research Proposal does not require equipment to be purchased, in such a case consumables (Chemicals/Data Base/etc.) recurring grant can be up to 50% of the maximum permissible project grant i.e. Rs. 5.00 Lacs/Sanctioned Project Amount.

S. No.	Items	Budget (in Rupees)

Certified that the contents of the Research Project proposal are correct and details provided genuine up to my entire satisfaction.

Place:

Date:

Signature & Name of the Investigator

Recommendation of HOD/HOC

*(Rhandi)*  
13/3/2019



## GUIDELINES FOR SEED MONEY/RESEARCH GRANT NIT HAMIRPUR (HP)

### Objectives:

- Seed Money/Research Grant shall be allocated for creating specialized research resources in the area of expertise of the Faculty Member.
- To develop innovative or interdisciplinary approaches or methodologies.
- Technological/Software developments, translation into prototypes/patents/copyrights/publications.

**Grant Amount:** Normally, the Seed Money/Research Grant shall be limited to **Rs. 5.0 lacs**, however, in exceptional cases, it may go up to **Rs. 10.0 lacs** with the approval of Director.

**Eligibility:** Newly joined Regular faculty members are eligible to apply under the scheme.

**Content of the Proposal:** As per the attached Format for Seed Money/Research Grant.

**Process:** Seed Money/Research Grant shall be allocated only in creating specialized research resources in their area of expertise duly recommended by Proposal Evaluation Committee under the Chairmanship of Dean (R&C), with due approval of the Director.

### Proposal Evaluation Committee:

- |                                 |          |
|---------------------------------|----------|
| 1. Dean (R&C)                   | Chairman |
| 2. Minimum two subject experts  | Members  |
| 3. Head of concerned Department | Convener |

### Guidelines for Seed Money/Research Grant:

1. Seed Money/Research Grant shall be sanctioned only for creating specialized research resources in their respective area of expertise.
2. The project is limited for a maximum of three years.
3. Progress report for every six months need to be submitted to Dean (R&C) in the form of budget utilization and achieving the objectives.
4. The Research Proposals must be received in the office of Dean (R&C), NIT Hamirpur on or before the last date of submission decided with due approval of the Competent Authority, for seeking such proposals from all New Faculty members as per the prescribed format.
5. All such Research Proposals would be scrutinized by an Institute level Research Project Evaluation Committee under the Chairmanship of Dean (R&C), NIT Hamirpur duly approved by Director, NIT Hamirpur. The committee may adopt any suitable criteria before recommending a given Research Proposal. All such recommended Research Proposals shall be finally approved by Institute Competent Authority before actual release of sanction order in each case.

6. No TA/DA/Registration-fee would be permitted for incurring expenses by Faculty Member for participation in any Workshop/Training Program/ Conferences/ meetings/ out of the seed money grant.
7. All the Faculty Members after getting sanction order should work for timely execution of their Research projects by following institute procurement and payment norms. In case of any difficulty what so ever, the concerned Faculty Member should report the matter as per norms to respective HODs/HOCs well in time. This would ensure timely completion of Research projects as per set deliverables and outcomes in larger interest of institute & to honor the very spirit of allotment of the Seed Money/Research Grant.
8. The Project Evaluation Committee shall monitor the planned research outcome/ performance in respect of each Seed Money Project through annual review meeting.
9. All purchases have to be done as per Institute norms.
10. All items procured under a given Research Project shall remain within concerned department/centre for use by faculty/students after completion of the project.
11. The Faculty Members may seek help of IPR cell for further support to enhance visibility of research findings by using institutional linkages and infrastructure.
12. Any expenditure on Travel of External Experts (if any) shall be adjusted through allotted grants for a given Seed Money/Research Grant.
13. These guidelines have been framed with a view to strengthen key information base related with utilization of Seed Money Grant. The Institute has right to add/withdraw/or modify the guidelines at any time.

RW  
13/3/19