



OFFICE OF DEAN RESEARCH
CHAUDHARY DEVI LAL UNIVERSITY, SIRSA

(Established by the State Legislature Act 9 of 2003)

The Executive Council vide Resolution No. 7 in its 60th meeting held on 13.11.2020 has approved the guidelines for 'Internal Research Promotional Activity (IRPA)' for funding 'Innovative/Emerging Areas Research Projects' to the regular faculty members of Chaudhary Devi Lal University Sirsa. The guidelines are as follows:

1. A separate Budget Head in the name of 'Internal Research Promotional Activity (IRPA)' should be created for funding 'Innovative/Emerging Areas Research Projects' to the regular faculty members of Chaudhary Devi Lal University, Sirsa.
2. A provision of Rs 1 crore per year should be made under this head.
3. Under IRPA, one project per department will be sanctioned every year; for each project, the maximum amount would be Rs 5,00,000/-for the faculties of Physical Science, Life Science and Engineering & Technology and for rest of the faculties the grant will be Rs 3,00,000/-.
4. Duration of the project would be two years, with a provision of two extensions, each of three months, without any financial liabilities.
5. Once a faculty member receives grant under this scheme, there would a gap of minimum two years before she/he can apply again.
6. Involvement of one external mentor (outside expert from the relevant field) in the project may be at the discretion of Principal Investigators (PIs). Total amount payable to mentor, including sitting allowances and travel grant, will be a maximum of Rs 25000/-.
7. There will be a provision of temporary appointment of one project assistant with a consolidated remuneration of Rs 5000/-. The notice regarding the appointment of a Project assistant in any project would be displayed on the department notice board. The committee for selection of project assistant will be a three-member committee, constituted by PI and duly approved by the Vice Chancellor.
8. The amount of project would be allocated under following heads:
 - i. Consolidated Remuneration for Project assistant (@5000/month)
 - ii. Equipments, if any
 - iii. Consumables (Chemicals/glassware etc.)
 - iv. Contingency
 - v. TA/DA
 - vi. Sitting Charges for external mentor, if any

The sanctioned grant should be utilized only according to budgetary heads under which the amount is allocated. However, the Vice-Chancellor may re-appropriate the budget on the recommendations of PIs.

9. The IRPA would be implemented under the supervision of '**Innovation Desk**'.
10. Innovation Desk is proposed to have following constitution:

Core Committee:

Dean Research (Chairman)
Dean of all faculties

Allocation/Evaluation/Submission committee:

Dean Research (Chairman)

All member of the core committee

Outside expert of concerned Department/Faculty

A panel of outside experts, duly approved by DRAC (Department Research Advisory Committee), would be supplied by each department to the 'Innovation Desk'. Latter will forward the panel to the Vice Chancellor for selection of one expert from each panel.

11. The constitution of the 'Innovation Desk' may be changed by the Vice Chancellor as per the arising situation.
12. Each project would be forwarded by the concerned DRAC to the Innovation Desk.
13. The projects would be selected by the 'Allocation/Evaluation/Submission committee' of Innovation desk on the basis of innovation, quality, contribution in the field and potential for future expansion for getting external funding from various agencies.
14. Mid-term evaluation of the project would be made, after completion of one year of the project, by the same committee which sanctioned the project. The project would be revoked if the progress is found unsatisfactory by the committee.
15. Any change in the status of the project regarding change in faculty member and/or Project Assistant should be intimated to the Innovation Desk which will then take appropriate approval from the Vice Chancellor.
16. Publication/acceptance of one research paper from the project work in a UGC approved journal would be compulsory before submitting the final report.
17. Accounts Branch of the University will maintain the financial records of the released sanctioned amount and the financial expenditure made.
18. Fifty per cent of the sanctioned money plus the equipment grant, if any, will be released in the first phase. The funds in the second phase will be released only after the satisfactory report of Mid-term evaluation.
19. The equipments and other non-consumable items purchased in the project shall be the property of the University.
20. PIs should ensure that the laboratory-based work be conducted in the Department itself. However, if the concerned facility is not available in the University, payments can be allowed for getting the work done in centralized laboratory facilities of other Central/State institutions.
21. The PIs will follow University rules and regulations.
22. After completion of the project, PI would submit a final project report along with a copy of one research paper (accepted/published) to the committee on or before the last date of the project duration. Further, PIs will submit an audited Utilization Certificate and return the balance amount, if any, within three months of the last date of the project.
23. The Innovation Desk would release 'Project Completion Certificate' only when all the conditions mentioned in point no. 22 are fulfilled.
24. If PI, after completion of one project under IRPA, brings external funding for carrying out related project, she/he would be felicitated by appreciation letter from Academic Council/Innovation desk. Further, as an incentive, 50% of the overhead charges of the externally funded research projects would be given to her/him as remuneration.
25. The time-line for invitation of project under (IRPA), date of screening of project proposal in declaration of screening result and release of grant will be decided as per prevailing situation by the core committee.

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Dean Research

Endst No./CDLU/DR/20/896-939

Dated: 09-12-2020

A copy of the above is forwarded to the following for information and necessary action:

1. All Members of the Committee.
2. All Deans/Directors/Chairpersons of UTDs, CDLU, Sirsa.
3. Deputy Registrar, Academic-Action taken report with respect to 60th meeting of Executive Council vide Resolution No. 7.
4. Accounts Officer, CDLU, Sirsa.
5. Incharge, University Website (with the request to upload the guidelines on the University Website), CDLU, Sirsa.
6. Secretary to Vice-Chancellor (for kind information of the Vice-Chancellor), CDLU, Sirsa
7. PA to Registrar (for kind information of the Registrar), CDLU, Sirsa.

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