



GONDWANA UNIVERSITY, GADCHIROLI

Direction No. 2 of 2020

(issued under section 12(8) of the Maharashtra Public Universities Act, 2016)

“DIRECTION PRESCRIBING NORMS & PROCEDURE FOR THE AWARD OF RESEARCH STUDIES UNDER MINOR RESEARCH PROJECT SCHEME (MRPS) TO ALL THE TEACHERS AND POST-GRADUATE STUDENTS OF THE UNIVERSITY (2020)”.

Whereas, the Maharashtra Public Universities Act, 2016 has come into force with effect from 1st March'2017 i.e. Maharashtra Act No. VI of 2017 which is applicable to Gondwana University, Gadchiroli (hereinafter referred to as the Act);

AND

Whereas, as per the specified provision under section 60(a) of the above Act, the Board of Research is to work on long term policy and strategy for promotion of research culture in the university, colleges and recognized institutions;

AND

Whereas, as per the specified provision under section 60(b) of the above Act, the Board of Research is to advise and encourage the teachers and PG students to take up research in emerging areas at individual and group level;

AND

Whereas, the Board of Research in its meeting held on 23rd April'2019 resolved to launch MRPS, for all the Teachers and PG students vide item no. 5;

AND

Whereas, Norms and Procedure for the Award of Research studies Under Minor Research Project Scheme (MRPS) to all the Teachers and Post-Graduate Students of the University and Terms and Conditions for the aforementioned scheme is to be formulated;

AND

Whereas, the matter is required to be regulated by the statute;

AND

Whereas, no statute is provided for regulating the above said matter in the university;

AND

Whereas, preparing statute, passing it by the senate and assent to it by the Chancellor is a time consuming process;

AND

Whereas, the matter is required to be executed with immediate effect.

Now, therefore, I, Dr. Namdeo V. Kalyankar, Vice-Chancellor, Gondwana University, Gadchiroli in exercise of the powers vested in me under Section 12(8) of the Maharashtra Public Universities Act, 2016, do hereby issue the following Direction:

1.0 This Direction shall be called, **“DIRECTION PRESCRIBING NORMS & PROCEDURE FOR THE AWARD OF RESEARCH STUDIES UNDER MINOR RESEARCH PROJECT SCHEME (MRPS) TO ALL THE TEACHERS AND POST-GRADUATE STUDENTS OF THE UNIVERSITY (2020)”**.

2.0 This Direction shall come into force with effect from the date of its issuance.

3.0 In this Direction, unless the context otherwise requires;

(a) 'Act' means the Maharashtra Public Universities Act'2016 i.e. Maharashtra Act No. VI of 2017 (herein after referred to as the Act);

(b) 'Academic Council' means the council constituted as per provision made under section 32(3) of the Act;

(c) 'Board of Deans' means the board constituted as per provision made under section 36(2) of the Act;

(d) "Chancellor" and "Vice-Chancellor" means, respectively, the Chancellor and the Vice-Chancellor of the University;

(e) 'Collaboration' means collaborative academic activity of the university or college or institution with other universities, academic institutions including local, regional, national or international institutions, research institutions and organizations in the field of agriculture, industry, trade and commerce, sports, social, cultural, science, technology and any other field;

(f) 'College' means a college affiliated to the university, situated in the university area or jurisdiction;

(f) 'Dean of the faculty' means the Dean appointed by the Vice-Chancellor on the recommendations of the selection committee for the purpose as provided under section 15(2) of the Act;

(g) 'Director' means a head of an institution including a center or a school of the university as designated by the management council or a head of a recognized institution;

(h) 'Department' means a Department teaching a particular subject or a group of subjects in a college or an institution as prescribed in the Statutes;

4.0 Preamble

The Gondwana University, Gadchiroli in an attempt to promote research in various emerging areas like Humanities, Social Sciences, Languages, Literature, Pure Sciences, Pharmacy, Engineering & Technology and Professional Studies among others, has launched Minor Research Project Scheme (MRPS) from the session 2019-20 for all the Teachers and PG students of the University. The emphasis of the Gondwana University, Gadchiroli has been on supporting budding Researchers (Teachers & Students) in affiliated colleges and on the University campus.

5.0 Provision of financial outlay for MRPS:

a) The quantum of maximum financial assistance under this minor research project scheme (MRPS) in Social Sciences, Humanities, Commerce, Management, Law, Social Work, Library and Information Science, Physical Education/Sports, Education and allied disciplines will be Rupees One Lakh only (Rs. 1,00,000/-).

b) The quantum of maximum financial assistance under this minor research project scheme (MRPS) in Sciences including Engineering and Technology, Medical, Pharmacy and allied disciplines will be Rupees 2.0 Lakhs only (Rs. 2,00,000/-).

6.0 Guidelines for Final Award of Research Studies under MRPS:

- 1) It shall consist of two phase/tier process before the final award.
- 2) The first phase shall consist of scrutiny by a sub-committee of 3 members. The sub-committee so constituted shall comprise of Dean of the concerned faculty (if absent, other Dean present shall act as de facto), a Subject expert and Director of Innovation, Incubation and Linkages.
- 3) The sub-committee shall be provided with assessment proforma featuring number of research oriented parameters against which evaluation is to be carried out. At the end of the assessment, the sub-committee shall rank all the received proposals in the given subject, relatively considering the broad motive of the submitted Minor Research Project Proposal.
- 4) Depending upon the number of proposals received and available outlay for funding these projects, invitations shall be extended to the applicant PI/PG Students for presentation as per the following criterion:
 - a) Approximately TOP RANKED 50 percent proposals or
 - b) As per the recommendations made by the sub-committee (for example, 4 recommended out of 6 received and 2 not recommended) and
 - c) If only one proposal is received in the given subject, then it should be called for presentation but subject to the condition of recommendations by the sub-committee for the second phase viz next level of scrutiny leading to the final award.
- 5) During the course of second phase of presentations, rigorous exercise shall be undertaken by the final award committee as to appropriateness in respect of amount of substance in the topic, relevance to the local region, adapted research methodology, proposed budget by the individual presenters, so and such that final award in each of the subject across all the faculties can be ensured and thus justified.
- 6) The final award committee shall consist of Deans of the faculties, members of the Board of Research and Academic Council, experienced, expert members

from outside the University region having outstanding research related credentials and Director of Innovation, Incubation and Linkages.

7.0 General Terms and Conditions:

- 1) The proposed research should be preferably **related to the local region** viz University jurisdiction or alternatively should have wide-ranging significance covering larger interest of the State and in turn, the Nation.
- 2) Research project shall be completed within the period of **one year** w. e. f. the date of issuance of the sanction letter. In any case, no extension will be given beyond the specified period.
- 3) Funding will be in the form of **Recurring Grant** (financial support) under below mentioned heads of expenditure:
 - a. **Hiring Services** – This is meant for specialized technical work, such as sample analysis, for which the University/Institution either has no infrastructure or such services are available on payment basis.
 - b. **Contingent Expenditure** - The admissible contingency grant may be utilized on spares for apparatus, photo-stat copies and microfilms, typing, stationary, 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** – Assistance may be provided for any other special requirement in connection with the project which is not covered under any other 'Head' of assistance under the scheme.
 - d. **Chemicals 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 University rules in-force.

- f. **Re-Appropriation** - The Principal Investigator may re-appropriate maximum 20 per cent of the recurring grant allocated under each head with the permission of competent authority of the University with proper justifications.
- g. Also note that financial assistance towards research personnel / assistants will not be part of this MRPS.

4) Travel and Field Work -

Attach Certificate from the Head of the affiliated college or University regarding amount allocated under the head travel/field work is utilized for the implementation of the project including participation in conference, seminar and workshop across the Nation. The travel grant should not be used for attending any training / refresher courses / STTP. The travel/field work should be undertaken only for data collection and related information from institutions/libraries within the defined scope of the project. The mode of travel is as per the entitlement of the inmate teacher concerned in the respective affiliated college/University as per the rules of the University in-force.

5) Provision of Duty Leave for MRPS –

The PI is entitled for Duty Leave for MRPS related all kinds of work as per the rules in-force. The Researchers are expected to perform MRPS work in vacation period as far as possible. The regular academic schedule should not be hampered. It should be availed only with the permission of sanctioning authority.

6) Fund Utilization –

Any unutilized amount should be duly refunded to the University before submission of final report. Audited financial report along with Utilization Certificate and Statement of Expenditure should be submitted within one month of the completion of duration of the project by the Principal and PI, failing which, the University, being the funding agency, reserves the right to

recover the total amount from the concerned institution/salary of the PI and that the liability of recovery shall rest with the Principal.

Failure to abide by the rules of the University shall make the PI and the Institution liable to refund the entire amount paid by the University in all such schemes and they may be debarred from participation in future University Initiatives. It would be the responsibility of the PI and the Institution head for total accountability of the project.

7) Financial Management of the Project -

(a) For University PG Departments, the standard operating procedure (SOP) of financial management will be followed to channelize the financial transactions of the research project as per the University rules in-force;

(b) For affiliated colleges, the amount will be released to the Bank account of the Principal to channelize the financial transactions of the research project strictly according to Accounting Code & rules of the University.

8) Project Outcomes –

The PI should acknowledge the project sanctioning authority in publication of research paper. Apart from these research publications, it is expected that proposed research should be patentable or alternatively a copyright / geographical invention / book or book chapter can be published/emanated from the proposed research project.

9) The Final Report -

Five copies of final report are to be submitted within one month from the completion of the project duration. Final Project Presentation will consist of power point presentation summarizing the findings of the research project. Project is not transferable in any case. If a PI fails to complete the project, he/she has to refund the entire amount released.

Final Project Presentation:

There will be only one presentation during the entire tenure of the project. The said presentation will be scheduled after completion of the tenure of the

project wherein PI has to present final outcomes in line with the specified objectives. Presentation will be through PPT and should describe conduct of the project alongwith final outcomes like conclusions, recommendations and future scope if any, published papers, patents, copyrights, geographical inventions, book/book chapters etc. The PI should acknowledge the project sanctioning authority in publication of research paper.

The only presentation will also include following aspects.

- (a) Name of the Researcher/s (Principal Investigator/s)
- (b) Date of the commencement of the Research Project.
- (c) Date of release of the first installment (Utilization certificate duly certified by independent C.A.)
- (d) Field/experimental/theoretical work carried out.

8.0 Procedure for Release of Grant:

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

On receipt of Annual Progress Report, statement of expenditure and utilization certificate of 1st installment of the recurring grant, the 30% of the total recurring grant will be released as second installment. Remaining 10% will be released on receipt of following completion documents as final reimbursement:

1. Copy of the final report of project along with soft copy.
2. 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 and the Principal Investigator/s.
3. A consolidated Audited Utilization Certificate for the amount actually utilized towards the project duly signed and sealed by Govt. Internal Auditor/Chartered Accountant, Principal as well as the Principal Investigator/s in the prescribed proforma.
4. The unutilized grant if any may be refunded immediately through demand draft drawn in favour of the Finance and Accounts Officer, Gondwana University, Gadchiroli.


5. For facilitating transfer of the sanctioned recurring grant, PIs should furnish official bank account details of the college/institution operated by the Principal, preferably on the letter head duly signed by the Principal and supported by legible photocopy of the front page of bank account passbook.

It is mandatory to post the Executive summary of the report, Research documents, monograph, academic papers, patents, copyright/G.I. published under Minor Research Project on the website of the University/College.

The Principal Investigators/Institutions are expected to settle the accounts immediately on completion of the project. In case of 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 in this behalf.

9.0 Upon personal communication to all the PIs regarding final award, by way of email or letter, the PIs shall have to submit acceptance letter, an undertaking to the effect in the given proforma as appended with this Direction and bank account details so that award letter can be issued and fund transfer can be facilitated from the competent authority of the university. For making all other compliances with regard to this MRPS, all the applicable proforma are also appended at the end of this Direction.

10.0 For any other matter pertaining to MRPS and final award which is beyond the purview of this Direction, it shall be referred to the Vice-chancellor and that the decision in the regard by the Vice-chancellor shall be final and binding to all the concerned.


(Dr. N. V. Kalyankar)
Vice-Chancellor

Place: Gadchiroli
Date: 16/01/2020