



SEED MONEY POLICY

2017

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RNB GLOBAL UNIVERSITY

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Seed Money Grant Scheme

INTRODUCTION

Creation of data through teaching-learning, competency development, research – innovation, and inculcation of a worth system are the primary objectives of a University. While both teaching and research are central to the belief of the objectives of higher education, research, innovation and technology development are the core areas of data, a way to create livelihood and the benchmark of global excellence in the new millennium. Research is usually considered of utmost importance and an integral part of a University's success. The faculty can incorporate the learning outcome through this process in their classroom teaching and publishing their work in good international/national journals, patents, and other sorts of expression of creative works.

RNB Global University (**RNBGU**) seeks to strengthen research and innovation activities by motivating the faculty who are not getting external funding. For this, it's desirable to have Seed money scheme.

Seed capital is the money raised to begin developing is search idea for a business or a new process or product. This funding intends to cover only the initial costs of creating a proposal. The primary objective of seed money grant is to facilitate further financial support related to research and consultancy assignments.

The Seed Money Grant Scheme of RNBGU, Bikaner is designed to stimulate competitive research in strategic areas of national or international importance, to promote innovative product and technology development, and/or to facilitate the start of research programs which will potentially develop into creative ventures on their own through external funding. The faculty can utilize this grant to start the research work without waiting for a grant from external agency.

The Seed Money Grant Scheme of RNBGU, Bikaner is meant to stimulate competitive research in strategic areas of national or international importance, to market innovative product and technology development, and/or to facilitate the beginning of research programs which will potentially develop into creative ventures on their own through external funding. The faculty can utilize this grant to start the research work without waiting for a grant from external agency.

OBJECTIVES

- To promote inter-faculty collaboration in emerging areas.
- To promote generation of IPR and product/process development.
- To attract and retain talent.

ELIGIBILITY

Any regular faculty member of RNBGU and employed in RNBGU for a minimum of one year. The faculty applying for the research grant is sole Principal Investigator (PI).

The faculty should in general have completed at least a year of service in RNBGU at the time of applying for research grant. However, a shorter period of service at RNBGU also can be considered in exceptional cases based on project quality.

Only RNBGU faculty can be PI. Participation by students of any category is inspired but they may be only named as personnel in the project, however no seed money assistance can be given to the students.

At any time, a PI can submit only one application. However, he/she can be a co-investigator in more than one proposal. The PI at the time of submission of application shall not have a running project funded by the seed-funding scheme during which he or she is the PI.

However, research proposals from younger faculty members shall be encouraged and given priority over the proposal from faculty members having/completed any major project.

By the actual fact a faculty applies for seed-money, the applicant undertakes to finish the project successfully in time. If, for any reason, the awardees leave RNBGU, the project will be transferred to Co-PI who will complete the formalities on completion of project.

BUDGET

As a rule, the seed money project grant will be in the range of Rs. 20, 000 (Rs. Twenty thousand only) to Rs.2,00,000/-(Rs. Two Lakhs and only). A higher amount may be considered by the President for approval in exceptional cases on recommendations by the **Research Advisory Committee (RAC)**.

The RAC will comprise of members as per the Research Policy of RNBGU.

The faculty member may travel anyplace in India for company visits, collaborating partner institutional visits, field studies and data collection, material procurement, and other project related activities. All travel and miscellaneous expenses shall be with prior approval of the President /Registrar. The amount will be disbursed as and when required on the proposal given by the faculty and approved by the Dean-Research.

The request for seed money will be submitted to the Registrar as per the proposed format. This scheme does not cover book writing project or any similar project.

SELECTION CRITERIA

The novel or original nature of the proposal is supposed to be validated by carrying out a comprehensive literature survey or an extensive patent survey in the respective area. The research proposal must try to bridge the gap in the existing knowledge or adds a new dimension to the existing knowledge.

- Team of faculty members whose expertise is complimentary.
- Promise of sustainable research and development attracting external funds.
- Budget matches the claimed outcomes.
- Potential to generate intellectual property. (Including product and process development)

APPLICATION PROCESS

The circular for proposals may limit research funding to a few strategic areas such as Basic Science/ Applied Science/Engineering and Technology / Social Science/Business Studies/Law.

- Pre-proposals should be submitted for short-listing.
- The short-listed applicants will be asked to submit a full proposal as per the prescribed format. **(ANNEXURE-I)**
- The full proposals will be reviewed by a selection committee. The Principal Investigator (PI) will be invited to make a presentation before the selection committee. **(ANNEXURE-IV)**
- Decision on the grant award will be announced.
- Decision of the Committee will be final and no clarification, reply, etc. will be entertained in any manner.

EVALUATION

The total evaluation process will follow as:-

- The PIs of the shortlisted pre-proposals will be asked to submit a full proposal to RAC as per specified format. **(Annexure I)**
- The Principal Investigator (PI) will be invited to make a presentation before the RAC.
- Research Advisory Committee (RAC) will rate the proposal for intellectual merit and its broader impact. **(Annexure IV)**
- The proposal evaluation will consider the alignment of the budget with the deliverables.

The letter of approval/rejection of the project proposal will be issued to the Principal Investigator by the Registrar clearly mentioning feedback/ suggestions given by the RAC in case of approval/ rejection.

CONDITIONS

The decision of the selection committee will be conveyed to the PI who will be the contact person for all administrative matters regarding the project.

- The PI is responsible for the conduct of the research in accordance with the University research policy.
- Procurement, utilization and maintenance of equipment will be as per University policy.
- The funds have to be utilized within the stipulated period.
- The grant money has to be utilized in accordance with the approved budget.
- In any research communication arising out of the funded project, the contribution of the University should be duly acknowledged.

On completion of the project, the faculty member is required to submit a detailed Project completion report (**Annexure II**) including the minimum of one research articles published in reputed indexed journals with good impact factor (journals without article processing fee or/and page charges), Utilization Certificate (**Annexure III**) and make a presentation of the findings to the RAC, within one month of the scheduled completion date.

The PI is responsible for ensuring that the expenses are within the budget. Budget heads within the same overall budget should be approved by the concerned authorities of university. Upon completion of the project, a final statement of expenses and variance report duly prepared by the PI is certified by the finance section within one month of the completion of project. Any unaccounted expenses shall be adjusted as personal.

Unless extension is sought explicitly, the project is assumed to have been completed on the termination date specified in the proposal, and no further expenses/extension shall be permitted.

Ineligible Activities:

Following activities are not eligible for funding

- i) Travel abroad
- ii) Construction or renovation of civil works.
- iii) Purchase of furniture.
- iv) Purchase of PC's, laptops, tablets or computer accessories unless they are computer controlled instrumental set-ups.
- v) Purchase of general-purpose software.
- vi) Salary/remuneration/wages etc., to any member and or staff of the University directly or indirectly.

DURATION OF THE PROJECT:

The Project grant will be sanctioned for 06- 24 months depending on the nature of work. However, as a special case the project may be extended for another six months at the recommendation of the RAC by the President.

EXPECTED DELIVERABLES

- Externally funded projects should be generated as outcome of seed grants scheme.
- Publication in peer-reviewed journals/intellectual property generation including product/process development would be expected as outcomes of the project.
- Further, it is understood that any IP emerging out of research funded by RNBGU will be owned by RNBGU. Such IPR will recognize contributions by all researchers as "inventors", and any resulting royalties will be shared by RNBGU with the inventors.

Annexure -I
Proposal Format

Name of the Principal Investigator :

Designation :

Educational Qualifications (PI) :

Faculty :

Department :

Title of the Research Project :

Statement of the Problem :

Significance of the study :

Project Objectives :

Methodology/Technical / Management Aspects of the project:

Budget with break-up with the necessary justifications:

(Rs. in lakhs)

S. No.	Description	Total
1		
	Total	

1. **Time management with schedule in months, (If possible).**
2. **Project Outcome (Deliverables): The outcome of the project should lead to a minimum of one publication in reputed journals (journal should not levy any article processing charges/paid charges) :**
3. **Any other information:**

Signature of the Principal Investigator

Signature of the Dean-Research

Annexure -II

PROJECT COMPLETION REPORT

Date of Submission:

Final Progress Report should be submitted and presented before RAC which should consist of the following:

- 1. Grant Number and Year:**
- 2. Name of the Principal Investigator :**
- 3. Faculty :**
- 4. Department :**
- 5. Research Project Title:**
- 6. Statement of the Problem:**
- 7. Abstract:**
- 8. Introduction:**
- 9. Results and Discussion:**
- 10. Percentage of amount utilized against sanctioned amount. (Description in terms of recurring & non-recurring expenses)**

(In Rs.)

S. No.	Description	Total
1		

- 11. Papers Published* (National & International Journals) in reputed journal.(Details)**
- 12 Patents Filed :**
- 13 Students Trained : .**
- 14 Commercialization Possibility / Social Use :**
- 15 Follow up action required :**
- 16 Utilization Certificate Provided :**

17 Recommendation of RAC :

Signature of the Principal Investigator

Signature of the Dean-Research

Note: Kindly submit the same (Soft Copy) in the PDF or word format to The Registrar, RNBGU alongwith the hard bound book.

Annexure-III

UTILIZATION CERTIFICATE

Certified that **Rs. ()** of grant-in-aid under Seed Money Project Grant was released by RNB Global University (RNBGU) in favour of vide letter No as stated above during the year.

The above grant was sanctioned towards Project Title" "

Out of sanctioned grants, a sum of **Rs.]** has been utilized for the purpose of which it was sanctioned and **Rs.]** remained unutilized at end of the financial year to be carried forward (if the program is continued) or to be refunded (if the program is completed) whichever the case is applicable. Expenditure incurred for the purpose for which the grant was sanctioned is verified with the vouchers produced before me.

Certified that all the conditions on which the grant-in-aid was sanctioned have been fulfilled and all checks were exercised to see that the money was actually utilized for the purpose for which it was sanctioned.

Signature of the Principal Investigator

Signature of the Dean-Research

Signature with Seal of the

Chartered Accountant/ Internal Auditor

Signature of the Finance Officer, RNBGU

Signature of the Registrar, RNBGU

Annexure IV

Evaluation Sheet

Name of the Principal Investigator :

Title of the Research Proposal :

Department / Faculty :

S. No.	Particulars	Rating (1 to 5)
1	Relevance of the Project title in the current scenario	
2	Statement of the Problem	
3	National and International Status	
4	Significance of Study	
5	Project Objectives/deliverables	
6	Methodology/Technical/Management Aspects	
7	Justification of Budget	

Overall rating of the Research Proposal:

Comments/Suggestions on the Research Proposal:

Recommendation for the Project Proposal for Seed Money: Accepted/Rejected

*Evaluation is based on 5 points scale rating (1. Very Poor 2. Poor 3. Average 4. Good and 5.Excellent) for the above components appearing in the Project Research Proposal for the Seed Money.

Name, Designation and Signature of the Experts:

Signature of the Registrar

Signature of the Dean-Research