

Notification

It is really a pleasure that Berhampore Girls' College has designed an innovative policy for creating enthusiasm on Research activities among the faculty members of the institute with the introduction of Institutional Research Grant.

In the perspective, interested faculty members are requested to submit the Project Proposal as per the format given below. You are also requested to go through the Guidelines and submit your research proposal on or before 31st March, 2021.

Thanking you,

Yours sincerely



Principal

**BERHAMPORE GIRLS' COLLEGE
BERHAMPORE, MURSHIDABAD
WEST BENGAL-742101**

Berhampore Girls' College Research Grant**I. Introduction:**

Berhampore Girls' College is going to introduce Institutional Research Grant to promote the research activities among the faculty members of the college. The institute also prefers interdepartmental collaborative research activities. Interested faculty members have to submit the project proposal as per format. The project will be considered after the recommendation of College Research Committee followed by approval of IQAC.

II. Nature of Financial Assistance:

Sl No	Discipline	Research grant amount	Duration of research
1	Science	Rs. 50,000.00 (Maximum)	Maximum 2 Years
2	Arts & Humanities	Rs. 30,000.00 (Maximum)	Maximum 2 Years

III. Guidelines:

1. Only permanent Faculty members are eligible for the institutional research grant. The SACT (Category-I & II) can also apply for the project. However, if the project proposal is submitted by a SACT, a substantive teacher should be a Co- Principal Investigator.
2. A teacher can be a Co- Principal Investigator in one project only at a time.
3. The Principal Investigator (PI) must submit a hard copy and a soft copy (PDF) of the Project Proposal in the prescribed format as appended below to the Coordinator of IQAC, BGC on or before 31st March 2021.
4. The received proposals will be assessed by the external reviewers. The final decision will be taken on the basis of recommendations made by the reviewers and the availability of funds under the scheme.
5. After approval of the proposal, a sanction/ approval letter will be issued by the college authority to the Principal Investigator (PI).
6. Date of release of the 1st installment of grant will be treated as the starting date of the project.
7. Duration of the Project: 2 years
8. The first installment of the grant i.e. 50% of the sanctioned amount will be released after the Principal Investigator complies with the project grant initiation procedure. The grant will be released to the Principal Investigator. The second installment i.e., 30% of the sanctioned amount will be released after submission of the first-year report and the final amount i.e., 20% of the remaining amount will be released only after receiving the following :
 - Two hard copies of the final report along with the softcopy.
 - A consolidated item wise detailed statement of expenditure incurred during the entire duration of project in the prescribed format duly signed and sealed by the Bursar, Principal and the Principal Investigator. The unutilized grant (if any) may be refunded immediately through cheque drawn in favour of Berhampore Girls' College.
 - An undertaking stating that the Research Proposal and the contents of the study are entirely original. The Principal Investigator will ensure that the final research report is free from plagiarism; it does not violate Copyrights / Intellectual Property Rights (IPR) of others and upholds academic integrity.
9. The PI should submit an annual report after completion of each year.
10. Final report must be submitted within 6 months of the date of completion of the project. No extension in tenure is permissible in any circumstances.
11. No equipment exceeding the amount of Rs. 10,000.00 (Rs. Ten thousand only) to be purchased from the grant.
12. The PI should maintain a separate account for project.
13. PI should submit at least one publication in **Peer Reviewed UGC CARE listed journal** with final report.
14. The PI should acknowledge the college for getting fund in seminar, abstract, proceeding and publications.

15. After completion of the project, all equipments/ instruments, purchased out of the grant must be submitted to the college authority.
16. A teacher (Principal Investigator) cannot submit a second proposal within one year of submission of the final report of the first project. However, he/she may remain as Co-Principal Investigator in the second project.
17. If the Principal Investigator fails to complete the project, he/she has to refund the entire amount released with interest rate applicable at the time of refund.

IV. Proforma of Research Proposal:

1. Title of the Project:
2. Name of the Principal Investigator (PI):
3. Name of the Co-Principal investigator (if any):
4. Research Proposal
 - a. Statement/ description of the problem:
 - b. Brief literature review
 - c. Reasons for taking up the project/ Rationale of the Study
 - d. Aims and Objectives of the proposed study:
 - e. Research design/ methodology :
 - f. Scope of the Study
5. Work plan & time frame:
6. Detail break up of proposed budget including Instrument cost, travel cost, hiring services, Contingency for stationary items etc.
7. Name of two Resource Persons for evaluation (Associate Professor/Professor in University level):

Name	Designation	Institution	Contact Number	Email id

Signature of the PI:	Signature of the Co-PI (if any):
----------------------	----------------------------------

Signature of the Coordinator, IQAC	Signature of the Principal
---------------------------------------	----------------------------