



Ref. No.: KRMU/Admin./O.O./2022/2933

Dated: 26.04.2022

## **OFFICE ORDER**

**Subject: Revised Seed Grant Policy from Academic Session 2021-22.**

The revised Seed Grant Policy as approved in 28<sup>th</sup> meeting of Academic Council held (vide agenda item no. 28.07) on 23<sup>rd</sup> April, 2022 to be implemented from the Academic Session 2021-22 is hereby notified for information (as annexed).

*Signature*  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurgaon  
Haryana - 122183  
**Encl:**  
• As above

### **Copy to:**

- Vice Chancellor : For kind information
- Pro Vice Chancellor : For kind information
- Dean (Academics Affairs)
- Dean and Associate Dean- Research
- Director- IQAC
- Ph.D. Coordinator
- All Deans/ School Coordinators
- All Faculty
- Accounts
- Website Developer
- Office Copy
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**K.R. MANGALAM UNIVERSITY**  
**THE COMPLETE WORLD OF EDUCATION**

# **K.R. Mangalam University**

## **SEED GRANT POLICY**

# **SEED GRANT POLICY**

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## **1. INTRODUCTION**

The Seed Grant Policy of K.R. Mangalam University, Gurugram 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 (an interim review after one year of policy implementation may be performed).

## **2. OBJECTIVES**

1. To aid a faculty to start a research program that has the potential to sustain by attracting funds from external agencies.
2. To test a novel idea and to generate preliminary results before submitting proposals to external agencies.
3. To promote inter-faculty collaboration in emerging areas.
4. To promote generation of IPR and product/process development.
5. To create research ecosystem among students and faculty.

## **3. SEED GRANT**

1. Seed Grants shall be provided with minimum value of Rs. 50,000/- (to the faculty belongs to SOHS, SOED, SJMC, SOMC, SOLS, SOAD, SOHMCT, SBAS, SOET, SMAS and SOAS).
2. The duration of the Grant will be one year or more than one year approved by the competent authority. This period starts when all the required components are on board.

## **4. ELIGIBILITY**

1. Any faculty member of KRMU holding a Ph.D. degree with record of quality research publication and employed in KRMU for at least one semester. Specialization of PI and Co-PI should be considered for approval.
2. Any group consisting of faculty of KRMU and collaborators from other institutes who shall provide an undertaking that they will submit a proposal for an externally funded program with the same proposers during or within 6 months of the completion of the seed funded project. External collaborator can be Co-PI in the seed grant. However, where

required, letters from such collaborators may be attached in the proposal with commitment (such as facility use) clearly specified. They should also demonstrate that they do not have funding from external agencies for their proposed research.

3. Any group comprising faculty, PhD Scholars, Undergraduates, and Post- Doctoral fellows belonging to KRMU, a KRMU faculty with Ph.D. can only be a PI. Participation by students of any category is encouraged but they may be only named as personnel in the project.

4. At one time, a PI can submit only one application. However, he/she can be a co-investigator in more than one proposal.

5. The approval of seed grant depends on the previous active research outputs of a faculty in the form of patent/paper publications (in WoS/SCOPUS/ICI).

6. However, to give opportunity younger faculty members, proposal from faculty members having any major project of Rs. 10.00 lakhs over last two years will not be considered.

## **5. APPLICATION PROCESS**

1. The faculty should submit the detailed research proposal to seed grant review committee (Format of the proposal attached).

2. Decision on the grant award will be announced by the Selection Committee.

## **6. SUBMISSION DEADLINE**

Proposals may be submitted at any time of the year.

## **7. TIMELINE FOR DECISION**

A decision will be made within 3 weeks of the presentation of proposal by PI in front of Seed Grant Review Committee.

## **8. SELECTION CRITERIA**

1. Innovative interdisciplinary research.
2. Team of faculty members whose expertise is complementary.
3. Promise of sustainable research and development attracting external funds.
4. Budget matches the claimed outcomes.
5. Potential to generate intellectual property (including product and process development).

## 9. EVALUATION

1. The selection committee would comprise of Seed grant review committee and at least one invited member (as a subject expert on the basis of field of project). The committee would also take inputs from all those PIs who have submitted the proposals in prescribed format.
2. The selection committee may if required, discuss proposals with R&D Committee, and may seek further information from the PI before making a final decision.
3. The PI will be invited to make a presentation before the selection committee.
4. The proposal evaluation will consider the budget with the deliverables.

## 10. CONDITIONS

1. The decision of the selection committee will be conveyed to the PI who will be the contact person for all administrative and financial matters regarding the project.
2. The PI is responsible for the conduct of the research in accordance with the institute research policy.
3. The Seed Grant is provided for equipment, consumables, travel and contingency. It is not applicable for Laptop, Desktop, UPS and printer.
  - Budget for equipment/analysis/characterization/special software should not be more than Rs 75000/- (the budget may increase as per the requirement of project).
  - Budget for travel for field work should not be more than Rs 20000/- (If proposal is survey based then budget for travel may increase as per the requirement of project).
4. Procurement, utilization and maintenance of equipment will be as per institute policy.
5. The grant money has to be utilized in accordance with the approved budget and within the stipulated period.
6. The PI should submit a progress report in every three months in the prescribed format for evaluation by the committee mandated to monitor individual projects. In case it is found that proper efforts are not being made, further release of funding may cease.
7. The PI will also be required to report outcomes at the end of one year after the termination of the seed grant, including grants received and publication/IPR arising out of the seed grant.
8. The outcome of the proposal should be minimum in terms of minimum one publication in

WoS/SCOPUS/ICI indexed journals/intellectual property generation including product/process development would be expected as outcomes of the project.

9. Seed grant will be provided only if the faculty promised to stay for one year or more.
10. In case the faculty leaves in between the stipulated time period without any outcome from the research, he/she needs to refund the seed grant amount.
11. In case of PI and Co-PI, if PI leaves the institute before the completion of project, a co-investigator from KRMU will assume responsibility as PI. No collaborator from another institution can become PI under this condition.

## **11. EXPECTED DELIVERABLES**

1. Externally funded projects may be generated as outcome of Seed Grant Policy.
2. It is understood that any IP emerging out of research funded by KRMU will be owned by KRMU. Such IPR will recognize contributions by all researchers as "inventors", and any resulting royalties will be shared by KRMU with the inventors.

  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurgaon,  
Haryana - 122103



# K.R. MANGALAM UNIVERSITY

## THE COMPLETE WORLD OF EDUCATION

### SEED GRANT APPLICATION FORM

**Title of Research proposal for project:**

**Duration of the project:**

**Name of PI: *Name, Designation and School***

**Name of Co-PI: *Name, Designation and School***

**Date of Application:**

**Date of Review meeting:**

**Date of Decision:**

## PROPOSAL FOR SEED GRANT

1. Title of Research proposal: .....

2. Aims of the Research Proposal

3. Details of Investigator

(a) Principal Investigator: Name, Designation and email id

(b) Co- Investigator: Name & Designation and email id

(c) Research Scholars/Student (if any)

S.No.	Name of Research Scholar/student	Roll Number	Program

4. Details of the Research Proposal

[A] Research proposal summary with statement of problem

.....

[B] Objectives of the research proposal:

[C] Work Plan

[1] METHODOLOGY

[2] CHARACTERIZATION

[3] TIME SCHEDULE OF ACTIVITIES GIVING MILESTONES

[4] REVIEW OF STATUS OF RESEARCH AND DEVELOPMENT IN THE SUBJECT (with references)

[D] Tentative Budget

### **BUDGET SUMMARY**

Heads	BUDGET			Total (Rs.)
	Ist Year	IInd Year	III year	
<b>Total*</b>				

\*excluding taxes.

[E] Roles and Responsibilities of PI and Co-PI

[F] Outcome of the Research

## Annexure Detailed Budget

Name of PI and Co-PI:  
School/Department:  
Number of Ph.D students  
(if Any):

### PART-1(if applicable)

S.No.	Equipment/Gl assware	Type	Cap acit y	Quantity

### PART-2 (if applicable)

S.No.	Chemical	Formula	Com pan y	Purity	CAS number	Pro duct code	Price (INR)	Quant ity	No. of Item

### PART-3 (if applicable)

S.No.	Type of Characterizati on	Tentative amount to be paid

**TOTAL  
EXPENDITURE:**

*Note: Kindly prepare detailed budget in excel file.*

### **Terms and Conditions:**

1. The decision of the selection committee will be conveyed to the PI who will be the contact person for all administrative and financial matters regarding the project.
2. The PI is responsible for the conduct of the research in accordance with the institute research policy.
3. The Seed Grant is provided for equipment, consumables, travel and contingency. It is not applicable for Laptop, Desktop, UPS and printer.
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I agree with the mentioned terms and conditions.

**Signature of PI and Co-PI**

**Signature of DEAN**