

**MR. SUDHIR KRISHNARAJ THACKERSEY RESEARCH GRANT” FOR RESEARCH
PROJECTS UNDERTAKEN BY FACULTY OF SIR VITHALDAS THACKERSEY COLLEGE OF
HOME SCIENCE (AUTONOMOUS) SNDTWU, MUMBAI.**

1. INTRODUCTION

Sir Vithaldas Thackersey College of Home Science (Autonomous), S.N.D.T Women’s University, Juhu, Mumbai has created a research cell in 2019. The vision of the college is to foster an atmosphere to promote higher education and research among students and faculty. This cell focuses on enrichment of faculty and students with latest expertise and skills in their area of specialization and interest to ensure their optimal growth. The activities planned by the cell are aimed to sustain interest in academic programs and enhance the scope of learning. In order to promote research and development activities, the college extends its full support to students/faculty/staff.

2. OBJECTIVES

To promote excellence in research in higher education by supporting research projects of permanent teachers and teachers appointed on a consolidated basis in different departments of Sir Vithaldas Thackersey College of Home Science (Autonomous), S.N.D.T Women’s University, Juhu, Mumbai.

3. ELIGIBILITY CRITERIA

- a) This research grant in the name of ‘Mr Sudhir Krishnaraj Thackersey Research Grant’ will provide financial support to teachers to undertake research projects. The grant awards are intended to fund new lines of research, initiate research activities or for innovative product development by faculty across disciplines.
- b) Research project may be undertaken by an individual teacher or a group of teachers.
- c) The financial support would be decided by the Research Review Committee depending on the project/study. Principal, Vice Principal, Librarian and Physical Education Teacher will also be eligible to participate in the scheme.
- d) In case a project is undertaken jointly, one of the teachers will function as a Principal Investigator and he/she will be responsible for all matters pertaining to the project.
- e) A teacher can have only one project/ grant at any given time. The one, which is offered and accepted first irrespective of Principal Investigator/Co-

Investigator, must be completed before the other offer is accepted. Failure to abide by this rule shall make the Principal Investigator/Co-Investigator liable to refund the entire amount paid by the Trust. They may be also debarred from participation in future research grants offered by the institute.

- f) It would be the responsibility of the Principal Investigator/ Co-Principal Investigator/ Co-Investigator for total accountability of the project. After completion of one project, if a teacher desires to undertake another project, a gap of one year will be necessary.
- g) The Principal Investigator should have published papers in a reputed journal in the form of Books/Article/Presentation in seminar etc. prior to applying for this grant.
- h) If the teacher is presently registered as a doctoral research scholar, she/he will be required to submit a No Objection Certificate from her/his research guide/ supervisor, as a part of the application process.

4. NATURE OF ASSISTANCE

- a) The quantum of assistance for a research project will be as under:
 - i) Minor Research Project (02) - Sciences - Rs. 2 lac each.
 - ii) Minor Research Projects (2) - Humanities & Social Sciences - Rs.1.5lacs each
 - iii) Total amount to be awarded per year under this grant- Rs. 7 lacs
- b) The grant can be utilized to support for the items like Equipment, Books and Journals, Research Personnel (Post-Doctoral Fellow, Project Associate or Project Fellow), Hiring Services, Contingency, Chemicals and Consumables, Travel and Field work and any special requirements. However, assistance towards salary/remuneration for PI/Co PI will not be provided in the grant.
- c) The equipment(s), if any acquired by the Principal Investigator under this grant must be deposited to the college at the end of the project. They should become institutional property.
- d) The Books and Journals acquired by the Principal Investigator must be deposited to either the departmental library or the central library at the end of the project. They should become institutional property.
- e) Hiring of personnel: Research personnel and/or technical staff required for the implementation of the project may be hired on a fixed amount for a fixed period on contract basis.

- f) Contingency - 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 in connection with the project.
- g) Chemicals and Consumable - The expenditure incurred on chemicals, glassware and other consumable items are included.
- h) Travel and Field Work: The amount allocated under the head travel/field work is to be utilized for the implementation of the ongoing project only. This should not be used for attending conference, seminar, workshop. This amount should also not be used for attending any training course either. The travel/field work is to be undertaken only for data collection and collection of other information such as consultancy, documents and libraries within the general scope and sphere of the project. No foreign travel is permissible within this research grant. Air travel if considered necessary for the project may be permitted after receipt of required approvals from the chair, Research Review Committee. The principal Investigator is permitted to travel for field work related to the sanctioned project by own car/taxi outside the city within the amount allocated under travel head.

5. TENURE AND IMPLEMENTATION

- a) The duration of Minor Research Project in Humanities, Social Sciences and Languages and Minor Research Project in Sciences will be 18 months with 6 months extension. Extension beyond 24 months would be permissible only in special circumstances and will be without any financial assistance.
- b) Date of Implementation- The effective date of implementation of the project will be the date of receipt of fund by the PI/ Co PIs.

6. PROCEDURE FOR APPLYING

The teacher (s) who wish to avail financial assistance for Minor Research Projects may submit their research proposal in the proforma as per Annexure - I to the office of Research Cell- Sir Vithaldas Thackersey College of Home Science (Autonomous), S.N.D.T Women's University, Juhu, Mumbai, forwarded through the head of the concerned department.

7. PROCEDURE FOR APPROVAL

- a) The proposals received from teachers under this grant as per prescribed format before specified deadline will be screened with the help of a

- screening committee constituted by the Principal, Chairperson (s), IQAC and Head- SVT- Research Cell.
- b) Principal Investigators whose proposals are short listed by the screening committee will be invited to make presentations before the Expert Committee constituted by the institute.
 - c) No TA/DA would be paid to the Principal Investigator. Proposals will not be considered in absentia. The absentees will be required to submit the proposal afresh for consideration.
 - d) The final decision will be taken by the Research Review Committee keeping in view the recommendations made by the Expert Committee and the availability of funds for the scheme.

8. PROCEDURE FOR RELEASE OF GRANTS

- a) The award money will be released in installments. The first instalment of the grant shall comprise of 30% of the total sanctioned grant approved by the Committee for the total duration of the project. The remaining installments will be provided depending on the completion of the tasks mentioned in the timeline and the timely submission of progress and evaluation reports. The installment schedule will be communicated to the awardees at the time of award announcement.
- b) The recommendations of the Mid-Term Evaluation Committee would decide the continuance of the project. If Principal Investigator fails to attend mid-term review meetings, the Committee may discontinue/ cancel the project in normal circumstances and entire amount to be refunded by the Principal Investigator to the UGC.
- c) Principal Investigators are required to submit their quarterly Progress reports and Final report, Statement of expenditure and Utilization Certificate to the institute. The amount released may be spent according to the approved heads/items within the approved allocation mentioned in sanction letter.
- d) Two subject experts will be appointed at the time of approval of project for evaluation of final report.

9. Submission of Report and Release of Final Grant

The final 10% grant will be released on getting the following documents.

- i. A copy of the final report of work done of the project.
- ii. Executive summary of the report may be posted on the website of the College. This is a mandatory condition.
- iii. Detailed quarterly progress reports about the project duly signed by the external review committee and Principal

- iv. A consolidated item - wise detailed statement of expenditure incurred during the complete project period signed by Principal.
- v. A consolidated Audited Utilization Certificate for the amount actually utilized towards the project duly signed and sealed by Govt. Internal Auditor/Chartered Accountant in the prescribed proforma.
- vi. The unutilized grant if any, may be refunded immediately through demand draft in favour of the institute.

The Principal Investigator/Institution are expected to settle the accounts immediately on completion of the project. In case the grant is not claimed within two months from the date of completion of the project, the same will lapse and no representation will be entertained on this behalf.

10. GENERAL

- (a) On receipt of approval letters, the Principal Investigator should inform the Committee of their acceptance to implement the project and send the Acceptance Certificate.
- (b) Acceptance Certificate must be sent within a week from the date of issue of approval letter, otherwise it will be presumed that the Principal Investigator is not willing to implement the project and the approval will be withdrawn.
- (c) Project is not transferable to other teachers. If need be, a co - investigator may be inducted into the project later with prior approval of the Committee. However, he/she will not be entitled to take over as Principal Investigator except in the event of death or disability. Any Principal Investigator, who wants to go any assignment outside the country, may inform institute. In the absence of Principal Investigator, Co-Investigator may act as Principal Investigator.
- (d) The investigator should acknowledge the contribution made by the institute and the support received from the research grant in publications and presentations related to the approved project.
- e) A copy of the “Final Report” of the work done must be kept in the Library of the respective department and /or the University/College/Institute.
- f) The proposal is liable to be rejected in case any item or column of proforma is left blank or incorrect or the required information is not properly provided.
- g) The executive summary of the evaluated final report of work done on the project should be placed on the website of the Institute.
- h) If a Principal Investigator fails to complete the project, the institute has got right to ask them to refund the entire amount sanctioned with interest.

FORMAT FOR SUBMISSION OF PROPOSAL FOR RESEARCH PROJECT

(Please ensure that a duly completed Part A and Part B are mailed to researchcell@svt.edu.in and principal@svt.edu.in before the specified deadline)

PART - A- 1 (Principal Investigator/ Applicant)

1. Broad Subject
2. Area of Specialization
3. Duration
4. Principal Investigator
 - i. Name: ii. Sex: M/F
 - iii. Date of Birth:
 - iv. Category: (GEN/SC/ST/OBC)
 - v. Qualification:
 - vi. Designation:
 - vii. Address: Office: Residence:
 - viii. Email:

Teaching and Research Experience of Principal Investigator

- a. Teaching experience:
- b. Research experience:
- c. Year of award of Doctoral degree/ Registration of PhD:
- d. Title of thesis for doctoral degree:
- e. Number of Publications: Papers: -----; Books/Chapters in books-----; Conference Proceedings: -----

(Please enclose the list of papers and books published and/or accepted during last five years)

- f. Number of paper/poster presentations in national/international conference
(Please enclose the list of papers/ posters presented during last five years)

Part A (2) Co - Principal Investigator(s)/ Co-Investigator(s):

- i. Name:
- ii. Sex: M/F
- iii. Date of Birth:
- iv. Category: (GEN/SC/ST/OBC)
- v. Qualification:
- vi. Designation:
- vii. Address: Office: Residence

Teaching and Research Experience of Co-Principal Investigator

- a. Teaching experience:
- b. Research experience:
- c. Year of award of Doctoral degree :
- d. Title of thesis for doctoral degree:
- e. Number of Publications: Papers: -----; Books/Chapters in books-----
--; Conference Proceedings: ----- (Please enclose the list of papers
and books published and/or accepted during last five years)
- f. Number of paper/poster presentations in national/international
conference. (Please enclose the list of papers/ posters presented during last
five years)

PART - B Proposed Research Work

- (i) Project Title
- (ii) Introduction • Origin of the research problem • Review of Research and Development in the Subject: Need and relevance or Significance of the study – Its potential contribution to knowledge in the field of social relevance or national importance.
- (iii) Objectives
- (iv) Methodology
- (v) Plan of work and timelines to be achieve.
- (vi) Details of collaboration, if any intended.
- (vii) Financial Assistance required - Item wise Estimated Expenditure

Other Relevant Information regarding Principal Investigator/Proposed Project:

- a) Whether the teacher has received support for the research project from the UGC under Major, Minor, scheme of support for research or from any agency? If so, please indicate: a. Name of the agency from which the assistance was approved b. Sanction letter No. and date under which the assistance was approved c. Amount approved and utilized d. Title of the project for which assistance was approved e. In case the project was completed, whether the work on the project has been published
- b) If the candidate is working for the doctoral degree, whether the thesis was submitted and accepted by the University for the award of degree. (A summary of the report/thesis in about 1,000 words may please be attached with the application)
- c) Any other information which the investigator may like to give in support of this proposal which may be helpful in evaluating.