



क्रमांक / 4071 / अका. / 2024

रायपुर, दिनांक 20/08/2024

// अधिसूचना //

विद्यापरिषद् की स्थायी समिति की बैठक दिनांक 16.07.2024 में विषय सूची के निर्णय क्रमांक 05 में नवीन विनियम क्रमांक-212 की अनुशंसा का कार्यपरिषद् की बैठक दिनांक 19.07.2024 में पूरक विषय सूची के निर्णय क्रमांक 02 में अनुमोदित किया गया है, जो निम्नांकित है –

Regulation No. 212

Research Promotion Policy for Faculties and Research Scholars of UTDs of PRSU

PREAMBLE

The vision and mission of Pt. Ravishankar Shukla University (PRSU) emphasizes on quality research as the cornerstone for establishing itself as a premier institution of higher learning and knowledge creation and provide human resources with world-class competence and skills. The Policy for Research Promotion at PRSU is promulgated to provide a framework for the promotion of the research ecosystem and a conducive environment for research activities and enhancing research outputs.

This policy aims to facilitate the initiation of research that could potentially lead to creative ventures and provides financial support to permanent faculty members and research scholars (preference will be given to those who are not holding SRF/JRF) of the University Teaching Departments (UTDs) of PRSU to strengthen their research activities.

OBJECTIVE

The ecosystem of research promotion in PRSU will focus on the following:

- (a) Seed Money for Minor Research Projects
- (b) Travel Grants
- (c) Grants for Conferences, Symposia, Seminars, Workshops, and Training Programs
- (d) Financial Support for Faculty Membership in Professional Bodies

Part A: Seed money for minor research projects

Seed money will be created from the University funds for providing initial grants to young faculty members for research projects, fostering interdisciplinary collaboration, and facilitating impactful research outcomes like publications, patents, PhDs, and conference presentations.

1. Eligibility:

- 1.1. The investigator must be an Assistant/Associate Professor in the University Teaching Department of PRSU appointed against a permanent position.
- 1.2. Assistant/Associate Professor under the age of 45 years (on 01 January of the concerned academic year) with a Ph.D. degree can apply for seed money for minor research projects.
- 1.3. The investigator must have published at least two research papers in the SCOPUS/ WoS/ UGC-CARE List journals at the time of application submission.
- 1.4. While applying for seed money, each application form must accompany a research proposal.

2. **Tenure of the Funding:** 02 years from the date of sanction of funds.
3. **Number of Research Funding Projects to be funded per year:**
 - 3.1. The PRSU will annually award up to 06 research funding projects on a competitive basis. The number of projects sanctioned may vary based on the recommendation of the Expert Committee and the Vice-Chancellor.
 - 3.2. Research scholarships/fellowships to Ph.D. students (as per Ordinance #9) will be treated as part of the seed money for the considered research projects in reference to the respective supervisors.
4. **Funding Amount:**
 - 4.1. **For Science and other laboratory-related Projects:** The maximum amount of the grant is limited to Rs. 4.00 lakh per faculty over 02 years. If a Ph.D. student, who has been awarded a University Research Scholarship (as per Ordinance #9), registered under such supervisor who has submitted an application to take benefit of this policy, the total seed money/grant amount to the supervisor will be increased to Rs. 6.40 lakh. This will include Rs.2.40 lakh allocated for the Ph.D. student's research scholarship sanctioned for two years.
 - 4.2. **For Social Science, Arts & Humanities, Management, Education, and other non-laboratory related projects:** The maximum amount of grant is limited to Rs. 2.50 lakh per faculty over 02 years. If a Ph.D. student, who has been awarded a University Research Scholarship (as per Ordinance #9), registered under such supervisor who has submitted an application to take benefit of this policy, the total seed money/grant amount to the supervisor will be increased to Rs. 4.90 lakh. This will include Rs. 2.40 lakh allocated for the Ph.D. student's research scholarship sanctioned for two years.
5. **Procedure to Apply:**
 - 5.1. Applications for seed money for minor research projects will be invited by the PRSU every academic year.
 - 5.2. The application for research funding in the prescribed format with a detailed proposal should be submitted in triplicate to the Registrar of the University duly forwarded by the Head of the concerned department within 30 days of notification.
 - 5.3. Item-wise financial estimates should be mentioned clearly in the projects submitted, showing rates, quantity, and total for each item. There shall not be any salary/honorarium component in the project.
 - 5.4. The Vice-Chancellor, PRSU, shall nominate the members of the Screening Committee and Expert Committee to scrutinize/evaluate the research projects.
 - 5.5. After the receipt of the project proposals, the University shall schedule a Screening Committee Meeting with the Expert Committee to review the request for seed money. The Expert Committee will evaluate the suitability and merit of the projects and will prepare a final list of the selected projects.
 - 5.6. The investigators of the selected projects will be called for a presentation before the Expert Committee.
 - 5.7. The Expert Committee will also determine the approved funding amount for the project under various heads based on the project's merit.
 - 5.8. Following recommendations from the Expert Committee, the final approval will be granted by the Vice-Chancellor, PRSU.
 - 5.9. The sanction letter will be issued to the investigator by the University.

6. Monitoring and Evaluation of the Project

- 6.1. The investigator is expected to publish at least two research papers in Scopus-indexed journals/ WoS journals/ UGC-CARE List journals during the project period.
- 6.2. The investigator is expected to present the research outcomes to the national/ international conference/symposium during the project period.
- 6.3. The investigator must acknowledge the support provided by PRSU in all publications, patents, and any other outputs resulting from the seed money-funded project.
- 6.4. The investigator is also expected to submit a research project to the external funding agencies within the project period.
- 6.5. The progress report and the utilization of funds shall be submitted yearly before March 31.
- 6.6. The investigator will present the research outcomes to the Expert Committee formed by the Vice-Chancellor for this purpose. The Committee will provide the grade for the progress of the project. The grades received in this review will be considered for future projects or continuation.
- 6.7. The investigator will submit the final report with copies of the published papers after the successful completion of the project. The project duration shall not exceed two years.
- 6.8. In case the investigator leaves the university permanently before the completion of the project, he/she must return the balance/remaining amount to the university.

7. Terms and Conditions for the financial transaction

- 7.1. The seed money will be released in two instalments. During the first year, i.e., at the time of sanction of the project, 70% of the grants will be provided. In the second year, 30% of grants will be provided based on the progress report and utilization certificate.
- 7.2. All funds disbursed must be used exclusively for the approved project as outlined in the sanction order and may not be redirected or used for any other purpose, project, or activity.
- 7.3. The expenditure shall be restricted to the amount specified under each head of account.
- 7.4. The equipment purchased for the project will become the property of the relevant Department of PRSU. Upon completion of the project, it will be transferred to the Department where the project was carried out.
- 7.5. All expenditures related to the Seed Money shall be maintained in a separate file by the investigator.
- 7.6. The faculty will submit a Utilization Certificate and a Statement of Expenditure (two copies) for each year to the Office of the Registrar, PRSU, duly forwarded by the Head of the Department.
- 7.7. After completion of the project, the investigator shall submit the three copies of the final Utilization Certificate and the Statement of Expenditure along with the final project report to the University. The Finance Officer of the University shall audit the accounts.
- 7.8. The decision of the Vice-Chancellor shall be final and binding in all respects.



Part B: Travel Grants

To enhance global competency and academic excellence, the University will provide financial assistance to faculty members and research scholars for attending national and international conferences, seminars, symposia, workshops, and training programs through travel grants on selective basis. This will be an enabler in fostering research collaboration, experiential learning, and professional development.

1. Travel Grant – International and National Level Conference/ Seminar/ Symposium/ Workshops/ Training Programs

Assistance for International and National Level Conference/ Seminar/ Symposium/ Workshops/ Training Programs may be provided as follows:

1.1. For Teacher:

- International Conference in South Asian Countries up to INR 30000.00
- International Conference in African Countries up to INR 50000.00
- International Conference in Australia/New Zealand, American and European Countries up to INR 70000.00
- National Level Conference up to INR 10000.00

1.2. For research scholars:

- International Conference up to INR 30000.00
- National Conference up to INR 4000.00

The quantum of support may be determined depending on the number of participants/ applications and the status of the conference.

2. Eligibility

For Teachers

- 2.1. Regular teachers of UTDs, PRSU, are eligible for the support.
- 2.2. The level of the programs must be of a demonstrably high caliber and the organizing institutions should possess a distinguished reputation within their respective fields.
- 2.3. Financial assistance will be provided in the following cases:
 - i. Teachers delivering keynote addresses/ plenary lectures
 - ii. Teachers invited to give symposia talks or invited lectures
 - iii. Teachers presenting oral/ poster presentations
 - iv. Teachers invited under international collaboration exchange programs

For Research Scholars

- 2.4. Registered research scholars in any School of Studies of PRSU are eligible for the support.
- 2.5. Age limit below 30 years as of the date of start of the event.
- 2.6. Research scholars presenting oral/ poster presentations.

3. (A) Nature of Assistance to International Travel to Teachers

- 3.1. Under this scheme, financial assistance to a teacher for international travel will be available once every 03 years for the travel and registration fees. The quantum of support will be decided as per clause 1.1. The grants (actual travel expenses or grants mentioned in clause 1.1) whichever is less will be reimbursed.

- 3.2. The travel should be taken through the excursion category by the lowest available air tickets in the sector wherever applicable.
- 3.3. The priority for travel support will be extended to those teachers who have not received any travel grants from other funding agencies.
- 3.4. In a financial year, only 03 teachers will be provided with this facility.

(B) Nature of Assistance to International Travel to Research Scholars

- 3.5. In a financial year, a maximum of 02 registered research scholars will be eligible to receive travel grants for the presentation of their research papers in international conferences/ seminars/ symposia/ workshops.
- 3.6. Under a research guide, only one registered research scholar will be eligible for travel grants in a financial year.
- 3.7. In any particular conference/ seminar/ symposium/ workshop a maximum of 02 registered research scholars will be eligible for travel grants in a financial year.
- 3.8. The travel grant can be claimed only once throughout the candidate's tenure.

4. Procedures for Applying for an International/ National Travel Grant

- 4.1. Teachers or research scholars should apply for travel grants to the Registrar, duly forwarded by the Head of the Department, at least 60 days before the international and 30 days before the national program's dates. The application should include the following documents:
 - 4.1.1. Three copies of the full-length research papers prepared by the teachers or research scholars for presentation at the international/ national conferences/ seminars/ symposia workshops, and training programs.
 - 4.1.2. Brief details of the organizers, the title of the program, place, and duration of the program, etc. in which the paper is proposed to be presented.
 - 4.1.3. A copy of the letter of invitation from the organizers of the conference/ seminars/ symposium accepting the paper for presentation, or to deliver keynote/plenary/invited lectures and mentioning details of the financial support offered (if any), etc. should be enclosed.
- 4.2. The Vice-Chancellor, PRSU, shall nominate the members of the Expert Committee to scrutinize and recommend the application.
- 4.3. The university will communicate the final decision to the applicant at least 30 days and 15 days before the commencement of the international and national program, respectively.
- 4.4. The teacher/ research scholars should submit a detailed report on the activities in a prescribed format within a week of returning from the conference.
- 4.5. The teacher/ research scholars should submit all bills, tickets, original boarding passes, registration receipts, participation certificates, certificate(s) for the amount received from other sources, if any, etc., within a week for reimbursement purposes.
- 4.6. In case, financial assistance is received from the organizers or any other funding agencies for the same head, the amount paid by the university will be refunded.

5. International Travel fare to teachers selected under international collaboration exchange programs of CSIR, INSA, and other Governmental agencies

- 5.1. Teachers going under the International Collaboration Exchange Programme with INSA, CSIR, DST, ICSSR, ICAR, ICHR, MCI, and other agencies, may be assisted to the extent of 50% of their travel expenses under this scheme.

6. The grant to teachers and research scholars to attend academic conferences/ seminars/ symposia/ workshops/ training programs within India

- 6.1. The teachers and research scholars are to be permitted to avail themselves of this facility once in 02 years so that the benefit can be extended to more and more people.
- 6.2. In a financial year, only four teachers and four research scholars will be provided with this facility.
- 6.3. TA/ DA as per the University rules and Registration fee, subject to a maximum of INR 10000/= to teachers may be paid on a 100% basis selected by the University for assistance under this scheme. The grants (actual travel expenses or grants mentioned in clause 1.1) whichever is less will be reimbursed.
- 6.4. Research scholars will be provided with the second sleeper class train fare and the registration fee. The maximum limit of the support will be INR 4000.00.

7. The decision of the Vice-Chancellor shall be final and binding in all respects.

Part C: Support for the organizing Conferences/ Symposia/ Seminars/ Workshops/ Training Programs

The University will provide support to the faculty members /UTDs for the organization of conferences/symposia/seminars/workshops/training programs to share knowledge, enhance skills, and promote academic quality through meaningful discussions and exchanges on national and international levels.

1. Eligibility:

Financial assistance under the scheme will be available to all UTDs of PRSU.

2. Nature of Assistance Available under the Scheme:

- 2.1. Activities organized in collaboration with recognized academic associations, professional institutions, business and industry associations, voluntary organizations, NGOs, and registered societies/trusts are encouraged.
- 2.2. In cases of collaboration, a letter from the relevant organization should be included with the application.
- 2.3. When planning the budget, the number of local and outstation participants, including resource persons and guest speakers, should be determined.
- 2.4. The organizer should set the registration fee in advance and establish norms for partial or full exemption of the fee.
- 2.5. A call for papers and delegate participation should be advertised well in advance through websites and other academic/social mediums.
- 2.6. Travel allowances for outstation participants may be limited as per the University rules.
- 2.7. The maximum grants available under the scheme to the UTDs will be fixed, but the minimum and maximum limits of the grant may vary subject to the approval of the Hon'ble Vice-Chancellor.
- 2.8. The participation of foreign delegates is a must in an international event.
- 2.9. In an international event, payment for travel from outside India is not permissible under this scheme. For foreign participants, expenditure can be incurred on payment of traveling allowances, only for travel within India.

S. No.	Event Type	Maximum Financial Support
1.	International Conference/ Seminar/Symposium/ Workshop/ Training program	Rs. 2.50 lakh
2.	National Conference/ Seminar/ Symposium/ Workshop/ Training program	Rs.1.00 lakh

Note: The amount of support will be determined based on the duration, number of participants, registration fee, and the status of the conferences, seminars, symposia, workshops, or training programs.

3. The grant may be used for the following items:

- a. TA (within India) and/or DA to Resource Persons as per university rules
- b. Honorarium (Rs. 2500.00 per lecture, not exceeding Rs. 5000.00) to Resource Persons (not belonging to the organizing institution)
- c. Pre-conference printing (announcements, abstracts, banners, etc.)
- d. Pre-conference website designing
- e. Publication of Proceedings
- f. Contingency, postage, photocopying, souvenirs, and other miscellaneous items
- g. Local hospitality, including boarding and lodging

4. Procedure of Applying for the Scheme:

- 4.1. UTDs seeking financial assistance under this scheme must submit their proposal in the prescribed format along with a concept note, approved by the Staff Council, to the Registrar of the University. Proposals should be submitted at least 60 days before the event to obtain approval from the Hon'ble Vice-Chancellor.
- 4.2. If the Department intends to send a proposal for organizing a conference, seminar, symposium, workshop, or training program to an external funding agency, it should be duly forwarded by the Registrar of the University after the Vice Chancellor's approval. Additionally, grants from external funding agencies should be received in the name of the Registrar of the University.
- 4.3. Apply along with a concept note detailing the following:
 - a. A brief explanation of the need for holding the event
 - b. Tentative list of resource persons
 - c. The expected outcomes
 - d. Estimated budget
 - e. A list of potential sponsors (funding agencies) to be approached
- 4.4. The University will evaluate proposals for conferences, seminars, symposia, workshops, or training programs based on their merit. Once approved by the Vice-Chancellor, the University will send a sanction letter for the activity to the UTD. The sanctioned amount can be used for approved expenses within the specified limit and under the respective heads/ items.

5. Procedure for Approval:

- 5.1. The Vice-Chancellor, PRSU, if needed, may also nominate the members of the Expert Committee to evaluate proposals to determine their suitability and recommend the amount of financial assistance to be provided.

- 5.2. Recommendations from the Expert Committee will guide the decision-making process led by the Hon'ble Vice-Chancellor, considering the scheme's funding availability and the number of proposals received. Opportunities will be given to all UTDs, and grants will be allocated on a case-to-case basis. Preference will be given to departments that have organized fewer programs or none.
- 5.3. The level of support will depend on factors such as the duration of the event, the number of participants, and its significance.
- 5.4. Conferences arising from reputable national or international agreements/commitments will receive priority.
- 5.5. UTDs should also seek financial support from external funding agencies for these events.
- 5.6. Organizers must possess expertise in the event's subject matter. However, workshops may involve external experts with proper justification.
- 5.7. International conferences may receive funding with at least 2 speakers from abroad, while national-level events require at least 5 speakers from outside the state.
- 5.8. Academic programs that bring new insights and innovation may be encouraged.
- 5.9. Programs in collaboration with recognized academic institutions, professional bodies, industry associations, NGOs, and other organizations will be prioritized.
- 5.10. Multidisciplinary events will be prioritized.
- 5.11. Following recommendations from the Expert Committee, final approval will be granted by the Vice-Chancellor, PRSU.

6. Procedure for Release of Grants:

- 6.1. The approval letter for the program will be communicated to the UTD and the first installment of 80% of the total sanctioned grant will be released.
- 6.2. The amount released should be spent under the approved heads/items within the allocation under the respective heads/items.
- 6.3. The second installment (20% of the sanctioned grant) will be reimbursed on the receipt of (i) the Utilization Certificate and Statement of Expenditure incurred, which must be signed by the Convener/ Head of the Department, (iii) two copies of proceedings/ abstract book for conference/ seminar, (iv) the geo-tagged photos of the program, (v) list of participants with institution details, (vi) a detail report of the program highlighting feedback obtained from the participants, to be submitted within three months after the activity.
- 6.4. The decision of the Vice-Chancellor shall be final and binding in all respects.

Part D: Support for Membership Fees of Professional Bodies

By providing financial support for professional body membership fees, the university will empower faculty members to stay updated in their respective fields, expand their professional networks, and contribute meaningfully to the broader scholarly community.

1. Eligibility

Permanent faculty members of the University Teaching Departments (UTDs) of PRSU.

2. Procedure for Application and Approval

- 2.1. The Vice-Chancellor, PRSU, shall nominate the members of the Expert Committee to approve and recommend the applications of the teachers received in the prescribed format for the membership of Professional Bodies.

- 2.2. Membership fees should be aligned with the professional body, taking into consideration the benefits and services provided by the professional body.
- 2.3. Faculty members must submit proof of payment or membership confirmation to the university administration for record-keeping and verification purposes.
- 2.4. Faculty members are encouraged to actively participate in professional development activities facilitated by their memberships in professional bodies to enhance their expertise and contribute to the academic community.

3. Funding Amount:

- 3.1. The maximum amount of support is limited to Rs. 7000.00.
- 3.2. The maximum limits of the grant may vary subject to the approval of the Hon'ble Vice-Chancellor (if more than Rs. 7000.00 Membership Fees).
- 3.3. The decision of the Vice-Chancellor shall be final and binding in all respects.

4. Constitution of Expert Committee

The Vice-Chancellor shall be authorized to constitute the Expert Committee for all the above categories.

BUDGETARY PROVISION

The tentative annual budgetary provision covering all the categories shall be in accordance of Annexure-01. Subject to the availability of funds, the amount mentioned in Annexure-01 may vary from year to year.

Annexure-01

A Tentative Outline of the Budget Provision for Research Promotion Policy for Faculties and Research Scholars of UTDs of PRSU

Part	Name of Scheme	No. of Projects	Financial Support (₹ in Lakh)	Total Financial Support (₹ in Lakh)
A.	Seed Money for minor research projects			
1.	Science and other laboratory-related projects	3	4.0	12.00
2.	Social Science, Arts & Humanities, Management, Education, and other non-laboratory related projects	3	2.5	07.50
	Sub Total:			19.50

B. Travel Grants				
(a)	For Teachers	No. of financial support	Financial Support (maximum limit) (₹ in Lakh)	Total Financial Support (₹ in Lakh)
1.	International Conference in South Asian Countries	3	0.30	0.30
2.	International Conference in African Countries		0.50	0.50
3.	International Conference in American and European Countries		0.70	0.70
4.	National Level Conference	4	0.10	0.40
(b)	For Research Scholars	No. of financial support	Financial Support (₹ in Lakh)	Total Financial Support (₹ in Lakh)
1.	International Conference	2	0.30	0.60
2.	National Conference	4	0.04	0.16
	Sub Total (a) + (b):			4.06*
*if travel grants are provided to all three teachers in the category of American and European Countries				



C. Support for the organizing Conferences/Symposia/Seminar/Workshop/Training Program			
	Program	Maximum Financial Support (₹ in Lakh)	Total Financial Support (₹ in Lakh)
1.	International Conference	2.50	5.00
2.	National Conference/ Seminar/ Symposium/ Workshop/Training Program	1.00	5.00
Sub Total:			10.00

D. Support for Membership fees of Professional Bodies				
		No. of financial support	Maximum Financial Support (₹ in Lakh)	Total Financial Support (₹ in Lakh)
	For Permanent Faculty Members only	5	0.07	0.35
Sub Total				0.35
Grand Total Rs. (Sub Totals of Part A, B, C, D)				33.91
(Rupees Thirty-three lakh and ninety-one thousand only)				

आदेशानुसार,

S. Patel
20/8/24
कुलसचिव

पृ.क्रमांक: 4072/अका./2024
प्रतिलिपि:-

रायपुर, दिनांक 20/08/2024

- माननीय राज्यपाल एवं कुलाधिपति महोदय के अवर सचिव, छत्तीसगढ़ राजभवन, रायपुर
- सचिव, छत्तीसगढ़ शासन, उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन, अटल नगर, नवा रायपुर
- सचिव, छत्तीसगढ़ शासन, वित्त विभाग, मंत्रालय, महानदी भवन, अटल नगर, नवा रायपुर
- आयुक्त, उच्च शिक्षा, ब्लॉक-सी-3, द्वितीय एवं तृतीय तल, इन्द्रावती भवन, अटल नगर, नवा रायपुर
- अध्यक्ष, समस्त अध्ययनशाला/प्राचार्य, संबद्ध समस्त महाविद्यालय,
- समस्त विभागीय अधिकारी
- कुलपति के सचिव/कुलसचिव के निजी सहायक,
पं. रविशंकर शुक्ल विश्वविद्यालय, रायपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित।

H
उप-कुलसचिव (अका.)