



TEQIP-III Unit

Guidelines for availing seed money grant for research under TEQIP-III

The Technical Education Quality Improvement Programme (TEQIP) Phase- III has provision for providing financial assistance to faculty members for short-term research projects. The Guidelines for implementation of this provision at Islamic University of Science and Technology (IUST) are enumerated below. These Guidelines shall be widely circulated so that faculty can prepare feasible research proposals that can be completed satisfactorily in the stipulated time span.

1 Eligibility

Regular/TEQIP faculty in Engineering departments (ECE/CSE/EE/CE/ME/FT). Not more than one project proposal is allowed for each faculty member.

2 Financial Assistance

Rs. 2.0 Lakh per project proposal.

3 Tenure

One year from the date of sanction letter from TEQIP-III unit IUST.

4 Screening and selection

Only applications received in prescribed format (given in Annexure-I) would be screened. The selection would be done in two phases and would be completed within two months from the last date of receipt of applications as circulated by TEQIP-III unit IUST.

Phase-1: Upon receipt of the proposal in prescribed format, an external expert in the relevant field of activity would be appointed by the Project Coordinator TEQIP-III for reviewing the proposal. The proposal would be sent to the expert for review. This process would be completed in not more than one month from the receipt of proposal.

Phase-2: If recommended by the external expert the applicant of the proposal shall be asked to present the proposal before a University level committee consisting of

1. Vice chancellor or his nominee
2. Dean Academic Affairs
3. Dean School of Technology
4. Project Coordinator TEQIP-III
5. The Subject Expert chosen in Phase-1.

The University level committee would take the final decision regarding funding of the proposal.

5 Outcome

Minimum one publication out of the research work, preferably in a reputed journal and/or conference. A final report would have to be submitted within two weeks from the closing date of the project.

6 Other regulations

1. Project would be non-transferable in any case.
2. If the Principal Investigator fails to complete the project, he/she would have to refund the entire amount released with interest.
3. The project once sanctioned has to be completed in due time, however, a faculty member if appointed elsewhere has to serve a notice period of three months before leaving the Project.
4. The project duration would be extendible by a maximum of 4 months if requested by concerned faculty and would be subject to approval of Vice Chancellor.
5. Proposals can be individual/interdisciplinary/collaborative with industry/associated with PG/ Ph.D programmes within the University.
6. Non-admissible expenditure: Tablets/ Mobiles/Other electronic personal gadgets and equipments.
7. A quarterly progress report would have to be submitted as per Annexure-III to the office of TEQIP-III unit IUST.

Annexure - I: Application Format

**APPLICATION FOR AVAILING SEED MONEY FOR RESEARCH UNDER
TEQIP-III**

Project Details

Project title _____

Key Words _____

Broad Area _____

Duration (number of months) _____

Total Cost _____

Principal Investigator

Name _____

Department _____

Designation _____

Address (Including Telephone, E-mail) _____

Date of Birth _____

Sex (M/F) _____

Co-Investigator

Name _____

Department _____

Designation _____

Address (Including Telephone, E-mail) _____

Date of Birth _____

Sex (M/F) _____

Technical Details

Description of Proposal

1. Description of problem.
2. Objectives of the project.
3. Rationale for taking up the project.
4. Review of work done in this area.
5. Relevance (if any) to local problems.
6. Linkage (if any) with Institutions/ Resource persons/ R&D organisations/ Industry for support or collaboration.

Challenge & Constraints

Please identify strengths and weaknesses with reference to technical expertise, past record etc. Also list the perceived opportunities and threats and describe how you propose to capitalise on them or avert them.

Work Plan

Phase-wise plan of action detailing time schedule. Milestones may clearly be indicated . PERT/GANTT chart may be attached .

Output of the Project

Research outcomes in terms of publications in conferences and journals, Product design, patents, resource generation by way of Industrial Consultancy and/or Continuing Education Programs need to be clearly specified. Attempt may be made to quantify output in measurable parameters.

Parameters for monitoring effectiveness of project

Suggested Post Project Activities

Budget

Please provide brief justification for each head of expenditure.

Recurring

1. Salary
2. Consumables
3. Travel
4. Other Costs
5. Contingency

Non-Recurring

Please mention equipment with specifications and estimated cost. Please give justification for each equipment.

Bio-sketch of PI and Co-PI

Please attach a brief bio-sketch highlighting Academic and Professional achievements. A list of publications should be included.

Signature (PI) _____

Signature and Seal (HOD) _____

Annexure - II: Acceptance Certificate

Format for acceptance Certificate to be submitted by the faculty after award of Project

Name of Principal Investigator (PI) _____

Department _____

Designation _____

Name and dept. of Co-PI (if any) _____

Title of the Project _____

Certificate

1. The research project is not being supported by any other funding agency.
2. The terms and conditions related to the grant are acceptable to me.
3. The date of implementation of the project is _____

Signature (PI) _____

Signature and Seal (HOD) _____

Annexure - III: Quarterly Progress Report

Format for Quarterly Progress Report to be submitted by the faculty

1. TEQIP-III reference no. _____
2. Period of report _____
3. Title of research project _____
4. Name and Dept. of the Principal Investigator _____
5. Effective date of starting of the project _____
6. Total Grant approved _____
7. Expenditure incurred during the period of the report _____
8. Total expenditure till date _____
9. Report of the work done. Please attach a separate sheet containing the following details:
 - (a) Brief objective of the project
 - (b) Work done so far, results achieved. Publications, if any, resulting from the work (Give details of the papers and conferences/journals in which presented/published or accepted).
 - (c) Has the progress been according to original plan of work and towards achieving the objective?
 - (d) If not, state reasons.
 - (e) Enclose a summary of the findings of the study.
 - (f) Any other information.

Signature (PI) _____

Signature and Seal (HOD) _____