



Estd: 1962

"A++"

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**शिवाजी विद्यापीठ, कोल्हापूर**  
**परिपत्रक**

**विषय : शिवाजी विद्यापीठाने सुरु केलेल्या Diamond Jubilee Research Initiation Scheme (RIS) बाबत.**

विद्यापीठ अधिविभाग व सर्व संलग्न महाविद्यालयातील शिक्षकांना कळविण्यात येते की, विद्यापीठ अधिविभागातील व संलग्न महाविद्यालयातील शिक्षकांमध्ये संशोधनाची आवड व जिज्ञासा निर्माण होण्यासाठी व त्यांच्या संशोधन कार्यक्षेत्र (Research Areas) वाढ होण्यासाठी विद्यापीठमार्फत Diamond Jubilee Research Initiation Scheme (RIS) ही योजना विद्यापीठ निधीतून राबविण्यात येत आहे.

Diamond Jubilee Research Initiation Scheme (RIS) योजनेची मार्गदर्शक नियमावली सुधारीत करण्यात आली असून त्यास अधिकार मंडळाने मान्यता दिली आहे. सदरची सुधारीत नियमावली सोबत जोडली आहे.

शैक्षणिक वर्ष २०२३-२०२४ साठी या योजनेमधून संशोधन प्रकल्प हाती घेण्यासाठी पात्र शिक्षकांनी विहित नमुन्यात प्रस्ताव (Hard Copy) महाविद्यालये व विद्यापीठ विकास विभागास दि. २९/०१/२०२४ पूर्वी सादर करावी. तसेच सदरचा प्रस्ताव खाली दिलेल्या लिंकवरील गुगल फॉर्मद्वारे सादर करणे अनिवार्य आहे.

सर्व प्राचार्य/ संचालक व सर्व विद्यापीठ अधिविभागप्रमुख यांना विनंती करण्यात येते की, सदरचे परिपत्रक आपल्या अधिविभागातील/महाविद्यालयातील सर्व शिक्षकांच्या निर्देशनास आणावे.

Link : <https://forms.gle/Xc1J1JEt5wro7Eyw6>

उपकुलसचिव,

महाविद्यालये व विद्यापीठ विकास विभाग  
शिवाजी विद्यापीठ, कोल्हापूर

जा.क्र.एस.यु./म.वि.वि.वि./RIS/ 601

दि. 09 JAN 2024

(टिप : स्वायत्त महाविद्यालयातील शिक्षकांनी प्रस्ताव सादर करू नयेत)

प्रति,

- 1) मा. अधिविभागप्रमुख/समन्वयक/संचालक,  
सर्व अधिविभाग / केंद्रे, शिवाजी विद्यापीठ, कोल्हापूर
- 2) मा. प्राचार्य/संचालक,  
सर्व संलग्न महाविद्यालये/मान्यता प्राप्त शिक्षण संस्था. (2(f) & 12 (B) Approved)

प्रत -

- डॉ. पी. व्ही. अनभुले, Coordinator, Research Initiation Scheme.
- इंटरनेट युनिट विभाग  
(सदरचे परिपत्रक विद्यापीठाच्या संकेतस्थळावर Circular-C. & U. D. Section व Governance – Notification and Guidelines – CUD Section मध्ये प्रसिध्द करण्यात यावे.)

➤ **Diamond Jubilee Research Initiation Scheme (RIS) 2023-2024 अंतर्गत प्रकल्प सादर करताना सोबत जोडावयाची कागदपत्रे कागदपत्रे**

- 1) सोबत जोडलेला फॉर्म (Typed) असावा.
- 2) प्रकल्प प्रमुखाचे नियुक्ती पत्र (Appointment Order), (Confirmation Order)
- 3) विद्यापीठाची उभी, आडवी मान्यता
- 4) हमीपत्र (Undertaking)
- 5) आधार कार्ड छायांकित व स्व-साक्षांकित प्रत
- 6) पॅन कार्ड छायांकित व स्व-साक्षांकित प्रत
- 7) बँक पासबुक प्रथम पृष्ठाची छायांकित व स्व-साक्षांकित प्रत
- 8) रद्द केलेला धनादेश (1) व छायांकित प्रती (2)



Passport  
size Photo

**SHIVAJI UNIVERSITY, KOLHAPUR**  
**DIAMOND JUBILEE**  
**RESEARCH INITIATION SCHEME (2023-2024)**  
**Principal Investigator Information**

• Name of the Principal Investigator & College Address with pin code	:						
• Residential Address with pin code	:						
• Mobile No.	:						
• E-mail Id	:						
• Faculty	:						
• Name of the Subject	:						
• Project Title	:						
• Is he/she Permanent Teacher?	:	Yes :		No :			
• Date of Joining	:						
• University Approval	:	आडवी मान्यता Yes:		No:			
	:	उभी मान्यता Yes:		No:			
• Appointment Letter	:	Yes		No			
• Confirmation Letter	:	Yes		No			
• Undertaking	:	Yes		No			
• Aadhaar Card Xerox	:	Yes		No			
• Pan Card Xerox	:	Yes		No			
• Bank Passbook Xerox	:	Yes		No			
• Cancelled Cheque	:	Yes		No			

Signature of Principal Investigator



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## SHIVAJI UNIVERSITY, KOLHAPUR DIAMOND JUBILEE RESEARCH INITIATION SCHEME

**Preamble:** Shivaji University has taken a decision to support young faculty working in affiliated colleges/institutions and University Departments to undertake research projects in their areas of interest under “Research Initiation Scheme”. The support will be given through the fund established by University for the said purpose. The very objective of the scheme is to promote research activity among the college teachers. Under the scheme, research proposals will be invited from the eligible teachers every year. These proposals will be considered for the support as per guidelines approved by University authorities.

**Eligibility:** The scheme is open to all the **Assistant Professor** working in affiliated colleges/institutions and post-graduate Departments on University campus as a fulltime permanent teacher. Teachers having ongoing research scheme funded by any funding agency will not be considered for the scheme. The colleges/Institutions covered under 2 (f) & 12 (b). The said scheme is not applicable to Autonomous colleges/Institutions. Teacher’s can avail the benefit of these scheme only once in his/her service tenure.

**Research Grant:** The selected project will be given support maximum up to Rs. 3,00,000/- (for teachers from Science, Engineering and Pharmacy faculty) and Rs. 2,00,000/- (for teachers from all other faculties). It will have recurrent and non-recurrent components. A total of 100% grant towards non-recurring component and 50% grant towards recurring component will be released through 1<sup>st</sup> installment. The second installment of 50% (balance of recurring component) will be released in second year of the project, provided annual progress report (Annexure-C) is submitted by the Principal Investigator on or before the end of the first year of the project. The effective date of start of the project should be the date on which grant is credited to the Principal Investigator.

**Application Procedure:** Research proposals will be invited once in a year in the prescribed format (Annexure- A), which will be made available on University website [www.unishivaji.ac.in](http://www.unishivaji.ac.in).

The soft copy of the project proposal should be submitted through online link made available on University website. ([www.unishivaji.ac.in](http://www.unishivaji.ac.in) – Circular – Colleges & University Development Section)

**Period of the Research Project:** The total period of the project will be **two years** and extendable by six-months without any financial burden on the part of University.

**Project Selection Procedure:** The research proposal submitted by the teacher will be scrutinized and evaluated by the expert committee to be constituted for the purpose. The committee consists of the Dean of the concerned faculty and two subject experts nominated by Hon. Pro-Vice Chancellor. The committee will evaluate the proposal considering, importance of the problem, methodology to be used, benefits from the outcome of the project and competency of the Principal investigator. The decision of University regarding

acceptance/rejection of the project under the scheme will be final. The decision regarding number of projects to be supported under the scheme will exclusively rest with university administration.

A list of selected projects will be put on University website and teachers concerned should submit acceptance certificate to University office in the prescribed format given in Annexure B within stipulated period.

**Transfer of the Project:** The approved project is not transferable to any other individual teacher. Under special circumstances the transfer of project to the Co-Investigator (if mentioned in the original proposal) will be considered by University provided the Co-Investigator fulfils the eligibility criterion.

If the PI is transferred from his/her original place of work to another college/institution, which is affiliated to Shivaji University, a No Objection Certificate should be furnished for the transfer of the project from both the institutions stating that necessary facilities will be provided by the institution to which the teacher is transferred for the smooth running of the project. If a teacher is transferred to a college/institution, which is not affiliated to Shivaji University, a decision will be taken by the University on case to case basis.

**Assets:** All assets generated out of the fund for the project including equipments, books and journals will become the property of the host institution on completion of the project & host institute should be certify the same (Annexure – G). However, in case of transfer of the project, assets (or a part of it) generated out of the funds of concerned project, may be transferred to the concerned Institution on request, with prior approval of the University.

**Final Report:**

- The final report in the prescribed format (Annexure- C) must be submitted with plagiarism certificate. Moreover the audited utilization certificate should be submitted within two months after completion of the project.
- The research project submitted by the teacher will be evaluated by the expert committee which consists of Dean of the concerned faculty and two subject experts nominated by Pro-Vice Chancellor. Research project along with its initial research proposal should be presented by the concerned principal investigator before the committee. If the committee suggests any corrections, the principal investigator should revise and submit final research project report accordingly.
- An abstract of the “Final Research Project Report” will be uploaded on University website and hard bound copy will be made available at Knowledge Resource Centre of the University.
- The Principal Investigator should submit project outcome report which is in Google form template through the online link made available on the university website.

**Publication:** Principal Investigator should publish at least two Research Papers in the Scopus Journal (for Science Faculty) and UGC care listed/Scopus Journals (for other Faculty) related to the theme of the research project while duly acknowledging the support of Shivaji University, Kolhapur for the research and publications.

## **GENERAL GUIDELINES FOR RESEARCH PROPOSAL:**

Following are some of the general guidelines applicable for the Research Proposals sanctioned under the Research Initiation Scheme (RIS) of Shivaji University, Kolhapur. The guidelines of the said scheme will be amended from time to time as per requirement.

- 1) Principal Investigator should take all administrative approvals & submissions through Project Management System (PMS) of the University. (only for University Department Teachers )
- 2) Principal Investigator should take all administrative approvals & submissions through Principal/Director of College/Institute. (only for affiliated College)
- 3) The equipments/books/journals should be procured by following the norms of the University. The University Department/college/Institute shall provide required space for installation of equipments and other infrastructure like electricity, water etc, if required.
- 4) The Principal Investigator shall present the outcome of the project in Regional/State level/National/International level seminars & conferences.
- 5) The principal investigator should submit mid-term/final progress report of the project through Head of the Department/Principal/Director. (Annexure – C)
- 6) The sanctioned amount shall be transferred on the bank account details submitted by Principal Investigator. The Principal Investigator will have the responsibility for auditing the accounts. In case of teachers from University Department no such provision is required.
- 7) The Principal Investigator shall spent the sanction amount as per the provisions of Recurring & Non Recurring Components.
- 8) The final report of research project should include
  - a. Detailed Report along with recommendations & conclusions (One hard bound copy) along with published/presented/accepted paper(s), if any.
  - b. Utilization certificate (Annexure – D)
  - c. Statement of Expenditure (Annexure – E)
  - d. Expenditure incurred on Field Work (Annexure – F)
  - e. Asset Certificate (Annexure – G)
  - f. Template for Research Outcome (as per link)
- 9) Project Completion Certificate will be issued after submission of all the required documents by Project Investigator to the University (Annexure – H)
- 10) If a Principal Investigator fails to complete the project, he/she has to refund the entire amount sanctioned with interest.
- 11) In case of Retirement/Resignation of the Principal Investigator a No Objection Certificate from Colleges & University Development Section (CUDS) of University is mandatory.

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**SHIVAJI UNIVERSITY, KOLHAPUR**  
**DIAMOND JUBILEE**  
**RESEARCH INITIATION SCHEME**  
**Format for Submission of Proposal for Research Project**

**PART – I**

- 1) Broad Subject: Faculty:  
 2) Area of Specialization:  
 3) Duration:  
 4) Principal Investigator:

i)	Name	
ii)	Sex	Male /Female
iii)	Date of Birth	
iv)	Qualification	
v)	Designation	
vi)	Address Office : Residence : Mobile No.: E-Mail Id :	
vii)	Date of joining the service as a teacher	
viii)	Date of confirmation	

- 5) Co – Investigator(s) (If any ):

i)	Name	
ii)	Sex	Male /Female
iii)	Date of Birth	
iv)	Qualification	
v)	Designation	
vi)	Address Office : Residence : Mobile No.: E-Mail Id :	

- 6) Details of the College/Institution where the project will be undertaken:

- a. Department:  
 b. Name of the College:

- 7) Teaching and Research Experience of Principal Investigator

a.	Teaching experience	
b.	Research experience	
c.	Title of Ph.D./M. Phil. thesis if PI has been awarded	
d.	Publications i. Papers Published Accepted Communicated	
	ii. Books Published	

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

## Part II

### Proposed Research work

- 8) i) Project Title  
ii) Introduction
- Origin of the research problem
  - Interdisciplinary relevance
  - Review of Research and Development in the Subject:
  - Significance of the study
- iii) Objective  
iv) Methodology  
v) Year wise Plan of work and targets to achieve.  
vi) Details of collaboration, if any intended
- 9) Financial Assistance required

Item	Estimated Expenditure (Rs.)
a) Non-recurring component *: (upto 70% of the project cost)	
i) Equipment :	
ii) Books/Journals	
B) Recurring component :	
(i) Hiring Services	
(ii) Field Work and Travel	
(iii) Chemicals and glassware	
(iv) Contingency (including special needs)	
Total (Rs.)	

\* Justification for the purchase of the equipment be provided.

- 10) (a) Details of the project/scheme completed or ongoing with the P.I

Name of the Equipment	Year	Total Infrastructural facilities obtained	Agency	Started	Completed

- (b) Institutional and Departmental facilities available for the proposed work :

Equipment:

- 11) Any other information which the investigator may like to give in support of this proposal Which may be helpful in evaluating.

### To certify that:

- a) General physical facilities, such as furniture/space etc., are available in the College/Institution.
- b) I/we shall abide by the rules governing the scheme in case assistance is provided to me/us from the University for the Above Project.



- c) I/we shall complete the project within the stipulated period. If I/we fail to do so and if the University is not satisfied with the progress of the research project, the University may terminate the project immediately and ask for the refund of the amount received by me/us.
- d) The above Research Project is not funded by any other agency.

Name and Signature

(a) Principal Investigator

(b) Co- Investigator

(c) Principal / Head of the University Department (Signature with Seal)

**SHIVAJI UNIVERSITY, KOLHAPUR**  
**DIAMOND JUBILEE**  
**RESEARCH INITIATION SCHEME**  
**Acceptance Certificate for Research Project**

Name \_\_\_\_\_

No. \_\_\_\_\_ dated \_\_\_\_\_

Title of the Project \_\_\_\_\_

- 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 the Principal Investigator and College/Institution.
- 3) At present, I have no research project approved by University and the accounts for the previous project, if any have been settled.
- 4) The date of implementation of the project is \_\_\_\_\_

Principal Investigator

Principal/Director/ Head of the University Department

Dated:

**Bank Details of Principal Investigator**

Sr.No.	Name of the Account Holder	
1	Bank Name & Address	
2	Bank Account Number	
3	Type of Account	
4	IFSC Code	
5	MICR Code	

**SHIVAJI UNIVERSITY, KOLHAPUR**  
**DIAMOND JUBILEE**  
**RESEARCH INITIATION SCHEME**

**Annual/Final Report of the work done on the Research Project**

(Report to be submitted within 2 months after completion of each year).

- 1) Project report No. 1<sup>st</sup>/2<sup>nd</sup>(Final) \_\_\_\_\_
- 2) University Reference No. \_\_\_\_\_
- 3) Period of report: from \_\_\_\_\_ to \_\_\_\_\_
- 4) Title of research project \_\_\_\_\_
- 5) (a) Name of the Principal Investigator \_\_\_\_\_
- (b) Dept. and College where work has progressed \_\_\_\_\_
- 6) Effective date of starting of the project \_\_\_\_\_
- 7) Grant approved and expenditure incurred during the period of the report:
  - a. Total amount approved Rs. \_\_\_\_\_
  - b. Total expenditure Rs. \_\_\_\_\_
  - c. Report of the work done: (Please attach a separate sheet)

1)	Brief objective of the project	
2)	Work done so far and results achieved and publications, if any, resulting from the work (Give details of the papers and names of the journals in which it has been published or accepted for publication)	
3)	Has the progress been according to original plan of work and towards achieving the objective. if not, state reasons	
4)	Please indicate the difficulties, if any, experienced in implementing the project.	
5)	If project has not been completed, please indicate the approximate time by which it is likely to be completed. A summary of the work done for the period (Annual basis) may please be sent to the University on a separate sheet.	
6)	If the project has been completed, please enclose a summary of the findings of the study. Two bound copies of the final report of work done may also be sent to the University.	
7)	Any other information which would help in evaluation of work done on the project. At the completion of the project, the first report should indicate the output, such as (a) Manpower trained (b) Ph. D. awarded (c) Publication of results (d) other impact, if any.	

Signature of the Principal Investigator

Signature of the Principal /Director / Head of University Department

Recommendation of the expert committee about continuation of the project after 1<sup>st</sup> year.

**SHIVAJI UNIVERSITY, KOLHAPUR  
DIAMOND JUBILEE  
RESEARCH INITIATION SCHEME**

**Utilization certificate**

Certified that the grant of Rs. \_\_\_\_\_ Rupees  
\_\_\_\_\_ only) received from the University under the scheme of  
support for Research Project entitled \_\_\_\_\_ vide Shivaji University letter  
No. F. \_\_\_\_\_ dated \_\_\_\_\_ has been fully utilized for the purpose for which it  
was sanctioned and in accordance with the terms and conditions laid down by the University.

Signature of the  
Principal Investigator

Signature of the  
Principal/Director/Head of University Department

Signature of the Statutory Auditor

**SHIVAJI UNIVERSITY, KOLHAPUR**  
**DIAMOND JUBILEE**  
**RESEARCH INITIATION SCHEME**

**Statement of Expenditure in respect of Research Project**

- 1) Name of Principal Investigator \_\_\_\_\_  
 2) Name of College/Institution \_\_\_\_\_  
 3) University approval No. and Date \_\_\_\_\_  
 4) Title of the Research Project \_\_\_\_\_  
 5) Effective date of starting the project \_\_\_\_\_  
 6) (a) Period of Expenditure: From \_\_\_\_\_ to \_\_\_\_\_  
 (b) Details of Expenditure \_\_\_\_\_

Item	Sanctioned Amount (Rs.)	Expenses incurred (Rs.)
A) Non-recurring component :		
i) Equipment		
ii) Books/Journals		
B) Recurring component :		
(i) Hiring Services		
(ii) Field Work and Travel		
(iii) Chemicals and glassware		
(iv) Contingency (including special needs)		
<b>Total (Rs.)</b>		

(c) (1) As a result of check or audit objective, some irregularity is noticed, at a later Date, action will be taken to refund, adjust or regularize the objected amounts.

(2) It is certified that the grant of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) received from the University under the scheme of support for Research Project entitled \_\_\_\_\_ vide University letter No. \_\_\_\_\_ dated \_\_\_\_\_ has been fully utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the University.

Principal Investigator

Principal/Director/Head of the University Department

Statutory Auditor

**SHIVAJI UNIVERSITY, KOLHAPUR**  
**DIAMOND JUBILEE**  
**RESEARCH INITIATION SCHEME**

**Statement of Expenditure incurred on Field Work**

Sr. No	Date		Duration of Visit in Hrs/Days	Mode of Journey	Expenditure Incurred (Rs.)	Outcome of Field Visit
	From	To				
	<b>Total</b>					

Certified that the above expenditure is in accordance with the University norms for Research Projects

Principal Investigator

Principal/Director/ Head of the University Department

**SHIVAJI UNIVERSITY, KOLHAPUR**  
**DIAMOND JUBILEE**  
**RESEARCH INITIATION SCHEME**

**Asset Certificate**

This is to certify that Mr./Mrs./Ms./Dr./Prof. \_\_\_\_\_  
of \_\_\_\_\_ has successfully  
completed research proposal entitled \_\_\_\_\_  
\_\_\_\_\_ sanctioned by Shivaji University, Kolhapur  
under Diamond Jubilee Research Strengthening Scheme. Regarding this project,  
Principal Investigator has been submitted all the equipments & books in the  
Department/College/Institution. And also following bills are entered in the college  
accession register, Stock Register & Dead Stock Register.

Sr. No.	Bills Details	Bill No. & Date	Accession Register Page No./Sr. No	Stock Register Page No./Sr. No.	Dead Stock Register Page No./Sr. No.

Date :-

Signature  
Principal Investigator

Signature & Stamp  
The Head/Principal  
Department/College/Institution

**SHIVAJI UNIVERSITY, KOLHAPUR  
DIAMOND JUBILEE  
RESEARCH INITIATION SCHEME**

**Project Completion Certificate**

This is to certify that Mr./Mrs./Ms/Dr./Prof. \_\_\_\_\_  
of \_\_\_\_\_ has  
successfully completed research scheme entitled \_\_\_\_\_  
\_\_\_\_\_ sanctioned by Shivaji University, Kolhapur  
under Research Initiation Scheme during \_\_\_\_\_ to \_\_\_\_\_.  
He/She worked as Principal Investigator/Co-Principal Investigator for the project.

Date :-

Signature  
Competent Authority.



**(Undertaking format should be on the Letter Head of College/Institute)**

**Date :**

## **UNDERTAKING**

I/We ..... (Name of PI/Co-PI)..... have been applied .....( project Title)..... under the Diamond Jubilee Research Initiation scheme of the Shivaji University, Kolhapur. We declare that:

1. The Principal Investigator is a permanent faculty of the institute.
2. We agree to accept the terms and conditions specified for grant of Programme.
3. I declare that, I have not ongoing research Scheme/Project funded by any funding agencies.
4. There is no financial assistance from any other funding Agency for the said approved project.
5. The institute agrees that the equipment/instrument and other facilities procured as per terms and conditions of the scheme will be extended to principal Investigator throughout the duration of the project.
6. The fund provided by the university shall be utilized only for the sanctioned project only.
7. All assets generated out of the fund for the project including equipment, books and journals will become the property of the host institution on completion of the project.

We hereby declare that whatever has been stated above is true to the best of our knowledge, Correct and nothing has been concealed there from.

Date :

Place :

Signature, Name and Address of the  
Principal Investigator.

Signature, Name and Address of the  
Co - Principal Investigator.

Signature, Name and Address of the  
Head of the Department.

Signature, Name and Address of the  
Head of the Institution.