



“A”
Re-accredited By
NAAC (2014)
With CGPA - 3.16

SHIVAJI UNIVERSITY, KOLHAPUR-416 004. MAHARASHTRA
Colleges & University Development Section
PHONE : EPABX – (0231) 2609000, 2609145
FAX : 0091-0231-2691533, 2692333, 2693294
Website : www.unishivaji.ac.in E-mail : stats@unishivaji.ac.in

शिवाजी विद्यापीठ, कोल्हापूर - ४१६ ००४. महाराष्ट्र
दूरध्वनी (ईपीएबीएक्स) २६०९०००, २६०९१४५ (महाविद्यालये व विद्यापीठ विकास विभाग)
फॅक्स : ००९१-०२३१-२६९१५३३, २६९२३३३, २६९३२९४.

जा.क्र. मविवि/युजीके/ 347
प्रति,

दिनांक :-
11 JUL 2017

मा. अधिविभागप्रमुख/ समन्वयक/संचालक
सर्व अधिविभाग
शिवाजी विद्यापीठ, कोल्हापूर

मा. प्राचार्य/संचालक,
सर्व संलग्न महाविद्यालये/मान्यता प्राप्त शिक्षण संस्था,

विषय : शिवाजी विद्यापीठाने सुरु केलेल्या Research Initiation Scheme, योजनेबाबत,

महोदय/महोदया,

आपणास कळविण्यात येते की, शिवाजी विद्यापीठ अधिविभागातील तसेच संलग्न महाविद्यालयातील युवा शिक्षकांमध्ये संशोधनाची आवड व जिज्ञासा निर्माण होण्यासाठी त्यांच्या संशोधन कार्यक्षेत्रांमध्ये (Research Areas) जास्तीत जास्त संशोधन प्रकल्प हाती घ्यावेत याकरिता सन २०१७-१८ या शैक्षणिक वर्षापासून विद्यापीठामार्फत **Research Initiation Scheme** ही योजना विद्यापीठ फंडामधून सुरु करण्यात आली आहे.

विद्यापीठ अधिविभागामध्ये /संलग्न महाविद्यालयामध्ये ज्या शिक्षकांची पूर्णवेळ नियमित शिक्षक म्हणून ५ वर्षे सेवा झालेली नाही तसेच ज्या शिक्षकांना इतर वित्तीय संस्थांकडून संशोधन प्रकल्प मंजूर झालेला नाही अशा शिक्षकांसाठीच सदरची योजना सुरु करण्यात आली आहे.

या योजनेमधून संशोधन प्रकल्प घेण्यासाठी सर्व पात्र शिक्षकांनी त्यांचे विहित नमुन्यातील प्रस्ताव (Annexure – A) ५ प्रतीमध्ये व प्रस्तावाची pdf मध्ये soft copy दि. ३१ ऑगस्ट, २०१७ पर्यंत विद्यापीठ कार्यालयामध्ये महाविद्यालये व विद्यापीठ विकास विभागाकडे पाठवावेत.

सोबत **Research Initiation Scheme** या योजनेची नियमावली जोडली असून ती आपल्या अधिविभागातील / महाविद्यालयातील सर्व शिक्षकांच्या निदर्शनास आणावी व जास्तीत जास्त शिक्षकांना या योजनेचा लाभ घेण्याचे आवाहन करावे.

कळावे,

आपला विश्वासू,

उपकुलसचिव,
म.वि.वि.विभाग

सोबत :- वरिलप्रमाणे

सदरचे पत्र व योजनेची नियमावली विद्यापीठाच्या unishivaji.ac.in संकेतस्थळावर BCUD-Circulars येथे उपलब्ध आहे.

प्रत :- डॉ. पी. व्ही. अनभुले, **Coordinator, Research Initiation Scheme,**
(Mobile No. 9423717717, Email- pvanbhule@gmail.com)

SHIVAJI UNIVERSITY, KOLHAPUR

RESEARCH INITIATION SCHEME

(w.e.f. academic year 2017-2018)

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 at the entry level itself. 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 permanent teachers working in affiliated colleges/institutions, and post-graduate Departments on University campus who have not completed five years of service as a fulltime permanent teacher. Teachers having ongoing research scheme, funded by Government funding agency will not be considered for the scheme.

Research Grant : The selected project will be given support maximum upto 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 1st 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

The soft copy of the project proposal in pdf format should be submitted to University to stats@unishivaji.ac.in.

Period of the Research Project : The total period of the project will be two years and under no circumstances it will be extended further.

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 equipment, books and journals will become the property of the host institution on completion of the project. 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 as given in Annexure- C along with audited utilization certificate should be submitted within two months after completion of the project. A copy of the “Final Report” of the work done should also be kept in the Library of the respective College / Institute.

Publications: Principal Investigator is encouraged to publish the outcome of the project in an approved journal. The investigator should acknowledge the support received from the University and the college/institution and should also mention Shivaji University as affiliating university in the address of author(s).

SHIVAJI UNIVERSITY, KOLHAPUR
RESEARCH INITIATION SCHEME

GENERAL GUIDELINES FOR RESEARCH PROPOSAL

Research Initiation Scheme is an opportunity to the teachers provided by Shivaji University to start or continue their research work in the College / Institute / Departments. Director/Principal/Head of the institute/colleges/University Departments should encourage these teachers and provide available facilities as per the requirement of Principal Investigator. It should be observed that, the research proposals help in developing research culture among the teachers.

Following are some of the general guidelines applicable for the Research Proposals sanctioned under the Research Initiation Scheme of Shivaji University, Kolhapur.

- 1) Procurement of equipments/books/journals should be made following norms of the college/institution/University. College/Institution/University should provide required space for installation of equipment and should provide other infrastructure like electricity, water etc, if required.
- 2) The sanctioned amount shall be transferred to a separate account operated jointly by Principal Investigator and Principal or his nominee. In case of teachers from University Department no such provision is required. The Principal Investigator will have the responsibility for auditing the accounts.
- 3) Duty leave (maximum upto 10 days & within the pre scribed limits as per University/ State Government norms) be sanctioned to Principal Investigator / Co-Investigator as per the requirement of the Project work.
- 4) The Principal Investigator shall present the outcome of the project in Regional/State level/National level conference.
- 5) The mid-term evaluation of the project based on the 1st annual progress report submitted by the PI will be done by the expert committee. The committee consists of two subject experts nominated by Hon. Pro-Vice chancellor. The release of funds as a second Installment will depend on quality as well as the performance of the work done during the first year.
- 6) Parent college/institution shall not charge any overhead charges.
- 7) The final report of research project should include
 - i) Detailed Report along with conclusions/ recommendations (two hard bound copies) along with published/presented/accepted paper(s), if any. (Annexure-C)
 - ii) Utilization certificate (Annexure – D)
 - iii) Statement of accounts (Annexure – E)
 - iv) Documents as per (Annexure – F and Annexure- G)
- 8) Completion Certificate for the completed project will be issued after submission of all the required documents by Project Investigator to University (Annexure – H)

SHIVAJI UNIVERSITY, KOLHAPUR
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 :	
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 :	

- 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 which may include computer/laptop	
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
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
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. 1st /2nd (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 1st year.

**SHIVAJI UNIVERSITY, KOLHAPUR
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

SHIVAJI UNIVERSITY, KOLHAPUR
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)		
Total (Rs.)		

(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
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				
	Total					

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
RESEARCH INITIATION SCHEME

**Proforma for submission of Information at the time of submitting
the Final Report of the Work Done on the Project**

(To be submitted within two months after completion of project period)

1	Name & Address of the Principal Investigator	
2	Name & Address of the Institution / Department	
3	University Approval No. & Date	
4	Date of Implementation	
5	Tenure of the Project	
6	Total Grant Allocated	
7	Total Grant Received	
8	Final Expenditure	
9	Title of the Project	
10	Objectives of the Project	
11	Whether Objectives were achieved (Give Details)	
12	Summary of the Findings / Publications (In 500 Words)	
13	Possible Applications (Give Details)	

Principal Investigator

Principal/Director/ Head of the University Department

SHIVAJI UNIVERSITY, KOLHAPUR
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.