STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI – 600 086

Grant of Seed Money to Enhance Research

2023- 2024:

Major Research Project (Applied for Grants to the Central Govt.)	:	Rs.40,000
Major Research Project (Applied for Grants to the State Govt.)	:	Rs.30,000
Project applied to any agency for the Research Scholar	:	Rs.20,000
Minor Research Project (applied by faculty)	:	Rs.25,000
Project applied to any agency for the PG Student	:	Rs.10,000
Project applied to any agency for the UG Student	:	Rs. 5,000

Note:

The Seed Money will be shared between the PI and Co PI.

After receiving the Seed Money, if the Project is funded by an external agency, the seed money to be returned back to the institution in the form of Books/ manuals /chemicals/equipment/any other to the college/department.

Maximum – 5 projects per faculty including students' project
Same student: 1 project only
Faculty: 2 Projects

Faculty who have applied for Project grant for Research Scholar / PG Student will be awarded the Seed Money Grant in their name.

Faculty with ongoing projects who apply for Seed Money for their projects, will be awarded the grant only after completion of their project period and submission of report.

Faculty who have received Seed Money earlier will be considered for subsequent grant only after publication of Research paper with Peer-reviewed Journal publication / Chapter in book/ Book/Patent.

Principal
PRINCIPAL - IN - CHARGE
STELLA MARIS COLLEGE
(AUTONOMOUS)
17, CATHEDRAL ROAD,
CHENNAI - 600 086.

Director SMCHRD
DIRECTOR
STELLA MARIS CENTRE FOR HUMAN
RESOURCE DEVELOPMENT
(SMCHRD)

Bursar
STELLA MARIS COLLEGE
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17 CATHEDRAL ROAD.
CHENNAI 600 086.

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Guidelines for Application:

Introduction:

The Seed money is to encourage the faculty to initiate and facilitate the preparation of formal research proposal for funding of research grants from various agencies.

The Seed money grant scheme is to stimulate competitive research, promote product, and encourage high indexed journal publications & technology development.

The seed money, is a one- time grant per project proposal. The duration of the grant will be for a period of 12 months/ 24 months.

Eligibility:

i) Full Time faculty of Stella Maris College including those on probation. The faculty who have not registered for Ph.D. or on probation can apply as Co-PI.

ii) Faculty should have a minimum of **TWO** years to superannuation (duration of grant will be only 12 months)

iii) At a time, the PI can submit two applications. However, she can be a co- investigator in more than one proposal.

iv) The PI should be a faculty with Ph.D. / pursuing Ph.D.

v) The Ph.D. supervisors can avail one PI per student.

vi) Preference will be given for faculty who do not have an on-going funded project and for those who have submitted previous work on time.

vii) Faculty / Research scholars who have availed the grant for publication should publish in a peer reviewed journal within 15 months on receiving the grant. Failing which they will not be eligible to apply for SEED money for next three years.

Selection Process:

The proposals should be based on applicant's original idea with quality, novelty and relevance.

The proposals will be scrutinised by the External experts and the research committee. Therefore the presentation should be impressive, formal and should have clarity.

The applicant should be able to carry out the project independently and **not outsource it**. Students may contribute to the research project without affecting their academic programme. But the major work must be done by the project-awardee upholding professional ethics.

By the very fact a faculty applies for seed-money, the applicant undertakes to complete the project successfully on time. **If for any reason the awardee leaves the college without completing the project to the satisfaction of the Research Committee or has not completed the project report submission on time or withdraws from the project, she undertakes to reimburse the entire amount to the College** in the form of books/ journals/ equipment/ Chemicals etc., and also return back all the material purchased using the project money.

Any research communication, arising out of the funded project, the contribution of the institution should be duly acknowledged.

After receiving the Seed Money, if the Project is funded by an external agency, the seed money has to be returned back to the institution in the form of Books/ manuals /chemicals /equipment /any other.

Fifty percent of the total grant will be sanctioned on the approval of the project, and the remaining amount will be discharged after the **submission and approval of the half yearly report** to the research committee.

Every grantee is expected to present the **Progress report half yearly** for assessment, to the research committee. If the Research Committee is not in accordance with the progress, it may either suggest modifications or may withdraw the project.

The PI should submit the **Utilization Certificate,** the **Project Completion report** along with **the Project** as per the institution's norms, at the completion of the Project to the Principal office and to the SMCHRD. Both hard and soft copy are mandatory.

On successful completion and submission of project, the faculty/student involved in the project will be awarded with a **certificate of appreciation** from the college.

Publications / Chapter in books /Books/ Patens etc., as an outcome of the Seed money are not eligible for **"Incentives to Faculty members for publishing papers in indexed journals / Patents".**

Expected Outcome:

The seed money grant should focus on generating external funding.

Instil research activities in the department.

Publication in peer reviewed journals / Chapter in a book/ book/ product & technology development leading to IPR and Patent.

Encourage student research (UG/PG/Research Scholars).

PROPOSAL FOR SEED MONEY

Application format

Part I : Investigator's personal data :

1. Principal Investigator Details

1.1 Complete Name of the Investigator (PI):

1.2 Date of birth:

1.3 Department:

1.4 Date of joining Stella Maris College:

1.5 Whether confirmed OR on probation:

1.6 Educational & research profile

1.7 **Name of the co-investigator** (if any):

1.8 Date of birth:

1.9 Department:

1.10 Date of joining Stella Maris College:

1.11 Whether confirmed OR on probation:

1.12 Educational & research profile

Part II: Project Details:

1. Neatly designed front-page with project title, investigators' name, dept., contact address

2. Project abstract in about 150 words

3. Introduction in about 150-200 words

4. Survey of literature of the recent major works in your area of research – covering both international and Indian – in about 750-1000 words

6. Clear identification of research gaps (justification) –about 100-150 words

7. Scope and objectives of your study – about 200 words

8. Detailed framework/ methodology of the proposed work -.150 words

9. What is innovative about your research? – 100-150 words

10. Expected outcomes from the project (papers/ reports/ books/ documents/ database/ patents/ etc.) – 100-150 words

11. Time-line of the project – clearly projecting the likely progress

12.. Budget – clearly giving the total expenses under various heads, with justification.

13. List the facilities available in the department/institution for carrying out the proposed project.

14 Funds required (add more columns if required):

Head	Recurring/ Non-recurring)	Cost/year (Rs)		Total cost (Rs)
Equipment (give details of each item)				
Data Collection				
Books/journals (justify below)				
Consumables (details of each set of items)				
Travel for research (details: mode, places, purpose, days)				
Contingencies				
Grand Total				

Note: - submit a spiral-bound hard copy and soft copy to the Principal's Office

DECLARATION

I, _____ hereby declare that the above given information are true to the best of my knowledge. I further declare that the utilization certificate and the final report will be submitted to the college in the prescribed format.

Signature of Investigator   **Signature of the Principal**