

# **SEED RESEARCH GRANT POLICY**



**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY UNA**

**HIMACHAL PRADESH, INDIA**

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### **List of abbreviations**

**IPR** : Intellectual Property Rights

**TA** : Travelling Allowance

DRAFT

## **I. INTRODUCTION**

IIIT Una is offering financial support to its faculty members who are interested in undertaking minor research projects on contemporary / technical / engineering / science / biotechnology / environmental and advancement in computational field, to meet their requirements for individual and excellent research in specialized areas.

## **II. OBJECTIVES**

- To foster a research culture among the faculty members and students.
- To promote excellence in research in science and technology.
- To support multidisciplinary research.
- To develop research-oriented attitude among young faculty members.

## **III. SCOPE AND TERMS OF REFERENCE**

Keeping in view of new education policy as well as the expectations from the different Accreditation Council/Board, IIIT Una has decided to earmark emerging area of research, augmented intellectual property related activities, Innovation and Startup culture among faculty and students. It will include:

- Identification of thrust areas related to Basic and applied research.
- Train mentor and support research activities to deliver high quality research.
- Provide seed money.
- Provide handholding support and incentivise publications, research and innovation in high quality services/applications.
- Encourage faculty, research scholars and students to attend national/international conferences / seminars / continuing education programs / workshops for research capacity building.
- Encourage and nurture students, research scholars to appear for examinations for obtaining research fellowships and young scientist grants for augmentation in Ph.D. and Post-Doctoral fellowships.
- Augment and provide innovation opportunities by strengthening its innovation ecosystem.

- Guiding and facilitating IPR related activities amongst faculty and students of IIIT Una.
- Promote partnerships and networks within its different Faculties and also with local, regional, national and international research Institutions/Universities.

#### **IV. IMPLEMENTATION OF POLICY AND GUIDELINES**

The above scope and terms of reference are implemented through effective enabling mechanisms, committees, expert consultations and voluntary code of conduct and obligations of faculty and researchers' as given below:

##### **1. CUSTODIAN OF RESEARCH POLICY:**

- The research and development activities are headed by Dean PG & Research and is supported by Associate Dean/Dy. Deans. The Dean PG and Research would formulate, implement and periodically update the research policy by duly constituted committees nominated by the Director.
- The Dean PG and Research is custodian of research Policy and the Appellate Authority will be the Director.

##### **2. FACILITATION, INCENTIVES AND AWARDS TO FACULTY**

- IIIT Una facilitates faculty, research scholars and students to publish their research findings in high impact peer-reviewed indexed journals.
- To provide the contingency grant for Ph.D. scholars annually up to Rs. 50,000/-.
- IPR facilitation: all the expenses incurred towards patents; copyrights & technology transfer is to be fully funded by IIIT Una.
- Consultancy Policy for revenue sharing.
- Promotion of substantial industry collaboration and consultancy.

##### **3. RESEARCH FACILITIES-ENHANCEMENT AND PERMISSION:**

- As a policy, IIIT Una would enhance equipment and facilitate funding time to time depending upon the need and services for the R&D to all its constituents and faculty.
- IIIT Una would set up its own inter-disciplinary Centre of Excellence.

##### **4. INNOVATION ECOSYSTEM & STARTUPS:**

- IIIT Una is strengthening its innovation ecosystem through transparent and facilitative measures encouraging collaborations, competency building, and seed money for proof of concept. Besides, R&D, multidisciplinary and interdisciplinary interaction/collaboration among faculties.
- Formulation of Innovation and Startup Policy in line of Central Government Policy.

#### **5. MoU and Non-MoU Collaboration:**

- IIIT Una would foster MoUs with Governmental and Non-Governmental agencies including Philanthropists.

### **V. CLAUSE ON PROVIDING SEED MONEY TO FACULTY**

#### **1. GENERAL INFORMATION:**

- Seed money grants will be made available to all the regular Faculty members who have completed one year of service in the Institute.
- All the requests for seed money will be initiated by the Principal Investigator (Faculty or Guide) and forwarded to the Director/Registrar Office through Dean/Faculty In-charge Research & Consultancy of the Institution.
- One faculty member can submit a maximum of two research proposals at any given time, as Principal Investigator.
- The duration of each project would be normally 2 years. It may be extended by another one year for valid and necessary reasons.
- It is expected that every research proposal financially supported by IIIT Una will result in at least one research publication in SCI/SCIE/SSCI journals.

#### **2. RESEARCH SEED MONEY:**

- IIIT Una will provide financial assistance for research proposals which are not submitted to any external funding agency. The maximum amount against this head will be Rs. 5.0 lakhs per year per proposal. This can be used to cover the cost of purchase of components, equipment, chemicals, stationery and travel expenses.

#### **3. PROCESS OF APPROVAL:**

- Decision on sanction of seed money for research will be made by committee headed by Dean PG & Research. Sanction order will be issued by the Dean PG & Research to the Principal Investigator.
- The committee would be constituted by the Director on the proposal of Dean PG & Research.

**VI. CLAUSE ON PROVIDING FINANCIAL SUPPORT TO FACULTY AND STUDENTS TO ATTEND CONFERENCES/WORKSHOPS AND PAYMENT OF MEMBERSHIP FEE OF PROFESSIONAL BODIES TO FACULTY**

**1. ELIGIBILITY:**

**FACULTY:**

- All the regular Faculty in service and completed one year of service are eligible under this clause.
- The Faculty will be eligible for one reimbursement claim per year for national conference and one for international conference as per Calendar year (January to December).
- The faculty should be the presenter of the paper / invited speaker / orator / chairing the session/member of Panel discussion or judge for a session, provide no other agency has given financial help for the same.

**STUDENT:**

- Ph.D. and Postgraduate Students are eligible for one reimbursement claim per year for a National/International conference.
- Ph.D. and Postgraduate Students should be first author of the paper to be presented as an oral presentation. The research work should be the outcome of their research work done in the institute for the specified duration.

**2. FUNDING (FOR NATIONAL/INTERNATIONAL CONFERENCE / SEMINAR / WORKSHOP):**

**FACULTY:**

- Registration and Visa fee as per actual paid.
- TA will be payable to those faculty members who are first author of a paper/poster presentation at conference.

- TA will be paid at the economy air fare rates for international conferences organized in foreign countries.
- Those are travelling by own Car/Taxi will be paid as per Government rule.
- Those are travelling by train will be allowed to avail Second Class AC fare or Bus fare by shortest route.
- Food and lodging allowance as per institute norms or as per conference charges.

**STUDENT:**

- Registration fee as per actual paid.
- TA will be payable to those students who are first author of a paper/poster presentation at conference.
- TA will be paid at the sleeper class train fare and local travelling allowance will also be admissible.
- Food and lodging allowance as per conference charges.

**3. PAYMENT OF ANNUAL MEMBERSHIP FEES FOR PROFESSIONAL BODIES FOR FACULTY**

- The faculty will be eligible for annual membership for annual fees for professional bodies during their tenure of service.
- In a calendar year, funding will be provided at most for two professional bodies membership.

**VII. AWARDS FOR FACULTY FOR COPYRIGHTS & PATENTS**

- IIIT Una through its research fund will sponsor the entire cost involved for filing any patent or copy right by its faculty. The Dean PG & Research will sanction the actual costs incurred for registration and other procedures.
- Once patent is granted or copyright is registered in the affiliation of IIIT Una, the author will receive a commendation certificate from the Director.

**VIII. CLAUSE ON CODE OF ETHICS FOR RESEARCH**

As per UGC guidelines.

**IX. APPELLATE AUTHORITY**

For any difficulty pertaining to this policy, the power to remove difficulties rests with the Director, IIIT Una.