

KARNAVATI UNIVERSITY SEED MONEY SCHEME (KU-SMS)

1. Objective

Main objective of Karnavati University Seed Money Scheme (KU-SMS) is to motivate faculty member to undertake research projects in live with vision and mission of Karnavati University. Most of the funding agencies expect applicants to have some research experience making it difficult for new faculty members to receive grants from government agencies and other sponsored projects. KU-SMS will provide an opportunity to faculty members to get initial funding to kickstart their research projects. Apart from the initial research grant in the form of seed money, faculty members are also expected to apply to external funding agencies. The KU-SMS shall be approved by Karnavati University Research Committee (KURC).

2. General Guidelines

- Seed money will be sanctioned for the period not exceeding two years, which can be extended by one year on the recommendation of Karnavati University Research Committee (KURC).
- Fund up to maximum of Rs 2 lakh may be granted as Seed Money Scheme for research projects proposed by faculty members. Actual fund will be decided by KURC .
- Fund limit can be extended for collaborative projects.
- Faculty members can be part of maximum two projects funded under Seed Money Scheme. Prior approval from KURC is necessary for more than two projects at a time.
- If the principal investigator of a research projects funded under Seed Money Scheme leaves the University, Co-investigator may become principle investigator to continue the research work or same may be transferred to another faculty in the same school as recommended by Head of Institution/Dean/Director after approval from KURC.
- Research projects funded through seed money schemes should results into Research Publication (at least two) in indexed journal or another project for external funding agencies.
- Intellectual property generated during seed money scheme shall be subjected to IPR guidelines of the University.

- Fund available for Seed Money Scheme depend on total funds allocated for the schemes during the year and number of applications received for the same.

3. Eligibility

All full time faculty members of Karnavati University, who have completed probation period, are eligible for KU-SMS.

4. Procedure

- Karnavati University Research Committee (KURC) will identify the specific areas for KU-SMS. This list may be updated every year.
- Certain money will be earmarked by the University for Seed Money Scheme every year.
- Notification will be issued by the University for inviting applications/proposals under Seed Money Scheme at the beginning of academic cycle.
- Faculty members interested in Seed Money Schemes must submit their proposal (in prescribed format) to the Director –Research. Proposal submitted by faculty members should have recommendations from the Head of Institution/Dean/Director.
- Faculty members can also submit collaborative proposal. In such cases only one of them can be principle investigator with other as co-investigator.
- Proposal submitted will be reviewed by Seed Scheme Committee(SSC) constituted for the same by KURC.
- Seed Scheme Committee (SSC) constituted for review of the proposal received may choose to call the faculty for presentation/interview.
- SSC Committee will submit the report to Pro Vice Chancellor for approval of the same.
- If the proposal submitted by faculty members is rejected, the same can be resubmitted after making the necessary changes as recommended by the committee.
- All recommended proposals by Pro Vice Chancellor will be forwarded to Vice Chancellor for final approval by Director-Research. All approved proposals will be forwarded to Finance Department with a copy to concerned Faculty and Head of School.
- KURC may appoint senior faculty member, preferably external expert, as mentor, if required.
- After receiving the final approval, faculty can commence the research project. Budget approved for the project will not be transferred directly to faculty concern, but amount will be reimbursed by finance department on submission of invoices for expenses incurred.

5. Evaluation

- Faculty members, after approval of proposal, are required to submit progress report (as per the format) every semester which will be reviewed of team/external expert appointed by KURC.
- Quarterly review will include review of progress of research activities along with review of expenses incurred for the same.
- KURC can withhold the funding at any stage, depending on the recommendation of SSC based on the progress made.
- KURC may recommend for withdrawal of grant if progress of the research work is found unsatisfactory.
- On successful completion of research project, faculty members are required to submit detail project report to KURC along with plagiarism report.
- Principle Investigator (PI) and Co-Investigator will present their research work at the school level before submission of the reports to Registrar of Karnavati University.



Proposal for Seed Money Scheme (KU – SMS)

Principal Investigator

Name: _____

Designation: ☐ Professor ☐ Associate Professor ☐ Assistant Professor

School: _____

Employees ID _____ Date of Joining: _____

E-mail ID: _____

Co-Investigator

Name: _____

Designation: ☐ Professor ☐ Associate Professor ☐ Assistant Professor

School: _____

Employees ID _____ Date of Joining: _____

E-mail ID: _____

(A) Project Title:

(B) Abstract (Not more than 400 words):

(C) Objectives/Research Questions/Research problems

(D) Importance /Significance of study

Total				

Name & Signature of the Faculty



Form for sanction of Seed Money under KU – SMS

(a) Research Project Details

1	Research Project No. & Title	
2	Faculty Name	
3	Department/School	
4	Date of Joining	
5	Project Duration	
6	Budget Proposed	Rs.
7	Presentation Date	

Enclosures: (a) Project proposal (b) Detail CV of Principal Investigator

(b) Recommendations

Dean/Director/Head of Institution:
Director – Research:
Pro Vice Chancellor:
Vice Chancellor:



Annual Progress Report Form: KU – SMS

(a) Research Project Details

1	Research Project No. & Title	
2	Principle Investigator	
3	Department/School	
4	Project Start Date	
5	Project Completion Date	
6	Budget Sanctioned	Rs.
7	Expenditure Incurred	Rs.
Signature		
Principle Investigator		Head of Institution/Dean/Director
Enclosures: Progress Report		

(b) Remarks/Comments

Dean/Director/Head of Institution:
Director – Research:
Pro Vice Chancellor:
Vice Chancellor:

