
In House Projects

Guidelines

WEF 1.3.2023/Revised on
28.11.2024



Avinashilingam Institute for Home
Science and Higher Education for
Women, Coimbatore - 641043

In-House Projects

Preamble

Research is fundamental to advances in human society. With changing economic environment and increasing focus on enhancing design, manufacturing and support services systems within the country, create innovative technologies to meet the needs of the society are to be encouraged. While fundamental research is crucial, a significant emphasis on developing products and systems are to be motivated.

The faculty members of the Avinashilingam Institution for Home Science and Higher Education, have a critical role to play in transforming the institution to a world class research intensive institution from its current status. While faculty members are expected to meet their regular teaching and learning obligations, they are also increasingly expected to engage in quality research and development work. The outcomes of faculty research at the Institutional level will have a direct bearing on the Institute's performance in national level ranking and accreditation. To motivate and inspire faculty members to dedicate quality time to research, the institution recognizes the need to incentivize all research and development efforts by way of extending financial support in the form of seed money grants.

Objectives

- To promote collaborative and inter-disciplinary research among young faculty members
- To create an environment conducive to take up society focused and translational research
- To mentor and support a faculty to test ideas that would attract funds from external agencies
- To promote generation of IPR, patents, product and process development

Eligibility Criteria

- All teachers who are appointed at the level of Assistant Professor against the Full Time Faculty, following the specified procedure of the institution will be eligible to receive financial support under the scheme.
- The faculty should have completed at least one year of their service in Avinashilingam Institute at the time of applying for research grant.
- Duration: 1 year

Nature of Assistance:

1. **Seed Money Grant - Rs.50,000/-**
2. **Minor Research Projects - Rs 1,00,000/-**

The Grant can be utilized for the following.

Non - Recurring Grants

1. **Purchase of books and journals:** Any books or journals pertaining to the project theme may be purchased. The funds cannot be used for publication of articles arising out of the project

2. **Software/minor equipment/accessories for existing equipment:** Up gradation of existing software can be done using the funds, but purchase of new software cannot be supported. Purchase of minor equipment or accessories for any existing equipment should be done within the allotted funds under the head

Recurring Grants

1. **Human Resources:** In the form of Research Fellow can be appointed if needed for a short duration of 3 to 6 months period
2. **Consumables:** For the purchase of Chemicals, reagents, glass and plastic ware, needed for the project.
3. **Contingency:** The support under this head can be utilized for making photo-stat copies, typing, purchase of stationery, printing, postage, servicing minor equipment for specialized technical work, repair charges for any existing equipment and for outsourcing of certain activities needed for the project.
4. **Field work and Travel:** The amount allocated under the head travel/ field work is to be utilized for data collection and collection of other information such as documents and visit to libraries within the general scope and sphere of the ongoing project. This should not be used for attending conferences, seminars, workshops and trainings courses etc. They may also avail special casual leave/ duty leave for fieldwork/collections of data as per University rules.
5. **Extension of time limit for submission of Report:** In case of delay in submission of the report within the time limit prescribed, the PI is required to submit an application to the Research Project Development Committee requesting for extension of time with proper reasons which will be forwarded to the Registrar for final approval. However, the maximum period of extension of submission time will be limited to three to six months.

Annexure-I



Avinashilingam Institute for Home Science and Higher Education for Women

Coimbatore-641043, TamilNadu, India

Deemed to be University Estd U/S 3 of UGC Act 1956, Category 'A' by MHRD

Re-accredited with 'A++' Grade by NAAC, CGPA 3.65/4, Recognised by UGC under section 12B

FORMAT FOR SUBMISSION OF PROPOSAL SEED MONEY/MINOR RESEARCH GRANT

PART-A

S.No	Details		
1.	Broad Subject		
2.	Area of Specialization		
3.	Details of Principal Investigator		
		Principal Investigator	Co - Principal Investigator
i	Name		
ii	Qualification		
iii	Designation		
iv	Email		
v	Contact Phone No		
4.	Name of the Department		
5.	Teaching and Research Experience of Principal Investigator		
	(a) Teaching Experience: UG :- PG:-		
	(b) Research Experience:		

6. No. of Research Publications:

WoS	Scopus	Others

7. Detail of Preparatory work done of the proposed research/ Proof of concepts (Maximum up to 150 words)

PART-B

Proposed Research Work

1. Project Title:

2. Introduction: (Maximum up to 200 words)

3. Research Gap: (Maximum up to 200 words)

- Objectives (Main Objectives – 2, Specific Objectives -3)
- Methodology (Research Design / Concept Note / Graphical abstract/ Flowchat)

4. Inter disciplinary relevance: Yes / No

5. Review of Research and Development in the Subject: (Annexure – I)

- International status:
- National Status:

6. What are the distinguishing features with relevance to National Goals?
(Maximum up to 50 words)

7. Global Significant Impact of the study:

Educational Social Economical Environmental
Others

8. Brief the Extent of Global impact of the study. (Maximum up to 50 words)

9. How Does the study outcome Contribute to Environmental Sustainability?

Zero Waste Management Less Carbon foot Print
Affordable and Clean Energy Sustainable Cities and Communities
Others

10. Which SDG is targeted in The Present Research? (Maximum up to 50 words)

11. What are the distinguishing features with relevance to G20 Goals or UN SDGs? (Maximum up to 50 words)

12. Does the outcome of the research address any of our institutions vision/mission (Maximum up to 50 words)

13. Timeline :

Month-wise Plan of work and targets to be achieved: (Gantt chart)

Month	Description of work	Target to be achieved

14. Details of collaboration, if any intended: Justify work extend / division to be mentioned in percentage with consent letter from collaborators.

(Annexure II)

15. Financial Assistance required:

S.No	Description	Amount (Rs)	Justification
A	NON-RECURRING GRANTS		
i.	Books& Journals / Software *		
B	RECURRING GRANTS		
i.	Human Resource (Restricted to 30% of Total Budget) University Projects fellow (UPF) <ul style="list-style-type: none">• Eligibility - perusing Masters / Ph.D• Duration - Minimum 1 Month• Maximum - 5 Months		
ii.	Consumables (Restricted to 30% of Total Budget) (Chemicals/ Glassware/other)		
iii.	Contingency (Restricted to 5% of Total Budget)		
iv.	Field Work and Travel (Restricted to 5% of Total Budget)		
v.	Consultancy on Campus (Restricted to 20% of Total Budget) (Testing and Analysis Charges / Statistical Analysis within the Institute)		
v.	Overhead charges @ 10% of recurring grants		
	Total		

* Based on requirements after approval from Vice Chancellor Orders shall be Placed for Centralized Purchase to Library/ Chemicals and Glasswares.

16. Outcome of the Project (Deliverables): Publication Patent
 Product T of Tech Copyright Others/Specify

17. Out Put of the Project

18. Whether the faculty has received support for the research project from any funding agency? If yes, provide the details

19. Any other information, which the faculty would like to provide in support of the proposal

20. Highlight anyone of the Best Practice followed in the present research study (Maximum up to 50 words)

Declaration by the PI

To certify that:

- a. I will not leave the service till the satisfactory completion of the project
- b. I will adhere to the milestones and outcomes expected from the project as a PI/Co-PI
- c. Wherever the facilities are available inside the campus all those facilities will be availed for the conduct of the study on payment basis.
- d. PI / Co-PI shall be the First Author / Sole Author for Publications from the Project.
- e. The Sanctioned budgetary allocation shall be dispend in quarters, 40% immediately after approval of the project by the research committee. The study should be completed within one year from the date of issue of the sanction order.
- f. The remaining 30% of the Budget will be sanctioned Six months after submission of proof of acceptance of indexed publications and the remaining 30% after the submission of Final Report.
- g. I shall abide by the rules governing the scheme in case assistance is provided to me from the Seed Money grant/Minor Research Grant for the above project
- h. The above research Project is not funded by any other agency.

Name & Signature

Principal Investigator

Co-Investigator

Head of the Department

Dean, School of _____

**Asst Dean
(Sponsored Research)**

Co-Ordinator, IQAC

**Director
Research & Development**

Registrar

Vice-Chancellor