

SEED MONEY POLICY
FACULTY RESEARCH GRANTS SCHEME



POLICY GUIDELINES FOR VSU FACULTY RESEARCH GRANT SCHEM'E (VSUFRGS) in terms of EC Resolution dated 20.05-2016, (Section-II (iii) (b) Financial Matters

VIKRAMA SIMHAPURI UNIVERSITY
NELLORE-524 324, AP, INDIA

Preamble

Vikrama Simhapuri University (VSU), Nellore, came into being, fulfilling the long-cherished dream of the people of Nellore district, re-christened Sri Potti Sri Ramulu Nellore district since 2008, by Act No. 29 of 2008 enacted by the Legislature of the State of Andhra Pradesh and published in the Andhra Pradesh Gazette on 24th September 2008. The University is located just 10 KMS from the main town of Nellore. Meanwhile the University Grants Commission conferred recognition on the degrees awarded by Vikrama Simhapuri University under Section 22 of the UGC Act vide its communication No.F.9.2/2010 (CPP-I/PU) dt.20 January 2010. Subsequently, the university is also sanctioned 2(f) and 12 (b) Status by University Grants Commission. The University two constituent colleges at Nellore which is offering PG courses in 26 Arts and Science subjects and at Kavali offering PG Courses in 7 Arts and Science subjects. The University also offers PhD programmes. Research is one of the prime areas in addition to the academic activities that fetch recognition to the Higher Education Institutions (HEI). VSU embraces Research and Innovation ecosystem through verticals such as Academics, Research, Entrepreneurship and Consultancy. The ecosystem for research such as Central Instrumentation Facility, Library, and state-of-the-art laboratory facilities. In addition, to inculcate research activities of societal needs among the students, internships/project works are included in the academics. The university is proactive in research frontiers through purchase of advanced equipment's and also increasing the e-resources and books.

VSU introduced a scheme known as Faculty Grants Research Scheme (FRGS) to facilitate preliminary research and nurture research culture among the faculty members. This scheme includes the financial support to the faculty members to pursue their preliminary research and obtain an exposure in handling funded projects of National and International funding agencies, to establish collaborations with industries and HEIs. The major aim of the FRGS is to stipulate guidelines to carry out and to nurture preliminary research of faculty members and which can eventually envisage them to prepare and apply for National/International Calls of societal relevance. The major output of this scheme is to accelerate research activity among the faculty and to build research ecosystem in the University. Further, faculty are able to publish their outcomes in reputed journals and also facilitate to develop prototypes or apply patents of their innovative products. VSU invites applications towards FRGS every year and the seed money policy of VSU includes the rules and regulations of the FRGS.



VIKRAMA SIMHAPURI UNIVERSITY
NELLORE – 524 003

SEED MONEY POLICY

POLICY GUIDELINES FOR VSU FACULTY RESEARCH GRANT SCHEME (VSUFRGS) in terms of EC Resolution dated 20.05-2016, (Section-II (iii) (b) Financial Matters

1. OBJECTIVES

The scheme has been formulated to provide financial support to faculty members of V.S. University, Nellore to facilitate their research activities to augment the research output of the University.

2. ELIGIBILITY

The University will provide financial assistance to permanent/regular teachers working in the V.S. University College, Nellore / VSU PG Centre, Kavali, who are not sanctioned any Project by any funding Agency and will be provided for one faculty each in Science and in Arts subjects.

3. Duration of the Project & Financial Assistance

3.1. Duration of the Project: Maximum 2 (Two) years from the date of starting.

3.2. Financial Assistance:- (One time payment)

To assist the regular faculty of University in carrying out their research activities, an grant of Rs. 2.00 lakh will be provided for the Science faculty and a grant of Rs. 1.00 lakh will be provided for Arts faculty working in the VSU College, Nellore / VSUPG Centre, Kavali, as the case may be.

Eligible faculty will apply for this grant to the Registrar, V.S. University, Nellore in the given format (Annexure – I) through the Principal, VSU College, Nellore / Special Officer, VSUPG Centre, Kavali, as the case may be. The concerned faculty will be informed after approval of the grant by the Competent Authority.

A faculty seeking the research grant as above will have to submit a research proposal indicating objectives of their research, methodology and tentative budget estimate. A template format of the proposal will be prepared and circulated by the O/o. Registrar, V.S. University, Nellore. The grant can be utilized for various research related activities like purchase of consumables, lab supplies and services, printer, printer cartridges, USB and external hardisk, pen drives, stationary items, purchase of books & reference materials, software and contingency expenses. The grant cannot be utilized for the purchase of equipments/laptop, travel and appointment of manpower.

However, payment of manpower services related to data collection and data analysis will be admissible after proper justification. The faculty will be allowed to utilize the allotted during a Financial Year. Any unutilized funds in a given year may be utilized in the next year for the ongoing research. The faculty will have to submit the progress report and utilization report at the end of the financial year. No further grant will be given.

The research proposals duly forwarded from the O/o. the Principal, VSU College, Nellore / Special Officer, VSUPG Centre, Kavali, as the case may be, will be invited by the Registrar, V.S. University, Nellore in the stipulated time window only once in a year in the given format (Annexure – I). The O/o. Registrar, V.S. University, Nellore, will obtain approval of Hon'be Vice Chancellor after scrutinizing the proposal. *All the VSU financial rules and regulations & Purchase Committee Rules will be followed.* Faculty will maintain stock register of the items purchased out of the grant and will submit statement of expenditure (Annexure – III). After the completion of project, faculty will submit a progress report (Annexure – IV).

3.3 NATURE OF ASSISTANCE:

(a) Equipments Minor equipments only)

The grant may be utilized to procure the essential equipments needed for the proposed research work.

The equipments acquired by the Principal Investigator under the above project must be deposited to University / College / Institution after the completion of the project which will be the institutional property.

(b) Chemicals and Consumables

To meet expenditure on chemicals, glassware/ plastic-ware and other consumable items.

(c) Books and Journals

The books & journals grant may be utilized to procure the essential books & journals needed for the proposed research work.

The books & journals acquired by the Faculty under FRGS must be deposited to Central library or in the departmental library at the time of superannuation / left from the University.

(d) Hiring Services

This is meant for specialized technical work, such as sample analysis, for which the University/Institution either has no infrastructure or such services are available on payment basis.

(e) Contingency

The admissible contingency grant may be utilized on spares for apparatus, photostat copies and microfilms, typing, stationary, postage, telephone calls, internet, fax, computation and printing needed for the project.

(f) Special Needs

Assistance may be provided for any other special requirement in connection with the project which is not covered under any other 'Head' of assistance under the scheme.

(g) Field Work

The amount allocated under the head 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 training courses etc. A statement of expenditure in Annexure-V shall be submitted to the University

(h) Re-Appropriation

The Principal Investigator may re-appropriate maximum 20 per cent of the grant allocated under each head with proper justification and approval of the Competent Authority.

4. GENERAL

- a) After finalization of the allotment of FRGS grants, the names of awardees will be posted on the university website. The Faculty should check their names and send their acceptance certificate (Annexure – II) duly forwarded by the Principal, VSU College, Nellore / Special Officer, VSUPG Centre, Kavali, as the case may be immediately to the Registrar, Vikrama Simhapuri University, Nellore, so that the sanction letters are released in time.
- (b) The grant is not transferable in any case.
- (c) If the Faculty is likely to be left / superannuated from the *Vikrama Simhāpūri University*, he/she should settle the accounts of the grants before final relieving from the University.
- (d) If a Principal Investigator fails to complete the project, he/she has to refund the entire amount released with interest.
- (e) After the completion of the VSU FRGS project, the Principal Investigator shall submit the Utilization Certificate, vide Annexure-VI
- f) University provides equipment's in lieu of financial support to the faculty members based the request. The permission shall be given only to the group projects of faculty members and shall not be applicable to individual faculty.



VIKRAMA SIMHAPURI UNIVERSITY
NELLORE - 524 003

FORMAT FOR SUBMISSION OF PROPOSAL FOR GRANT UNDER
VSU FRGS - Annual Grant

PART - A

1. Name of the Faculty:

2. Name of the Department: _____

Institution in which he / she working: _____

3. Designation:

4. Sex: M/F

5. Date of Birth: _____ Date of Joining: _____

6. Category: (GEN/SC/ST/BC/Others)

7. Qualifications:

8. Address: Office:

Mobile No.:

Residence:

Mobile No./Phone No.:

Email:

9. Teaching and Research Experience of the Faculty :

10. Publication (During last 5 years):

(Please enclose the list of papers and books published and/or accepted during last five years; Enclose the reprints of five best papers)

PART – B

Proposed Research Work:

11. Project Title

(i) Introduction

(ii) Objectives

(iii) Methodology

(iv) Projected outcome

12. Financial Assistance required:

Item	Estimated Expenditure Rs.
i. Equipment – if needed (Minor equipment only)	
ii. Books & Journals	
iii. Chemical / consumable, glassware / plastic ware	
iv. Field work	
v. Hiring Work	
vi. Contingency (Including special needs)	
Total	

13. Whether the teacher has received support for the research project from the UGC under Major, Minor or from any other agency? If so, please indicate the following.

i) Name of the Granting agency	
ii) Sanction Letter No. & date:	
iii) Title of the project approved	
iv) Amount approved and utilized	
v) In case the project was completed, whether the work on the project has been published	
vi) If the project has not been completed, please state the reasons	

14. Details of ongoing projects *if any*, sanctioned by UGC or any other funding agency :

15. Any other information which the faculty may like to give in support of this proposal

CERTIFICATE

- a. The information given in the project proposal are true to the best of my knowledge and belief. .
- b. I shall abide by the rules/regulations governing the scheme stipulated by the university from time to time.
- c. The above research project is not funded by any other granting agency.

Name & Signature of the Faculty

**Signature and Seal of Head
of the Department**

Date:

**Signature and Seal of the
Principal / Special Officer**



VIKRAMA SIMHAPURI UNIVERSITY
NELLORE – 524 003

ACCEPTANCE CERTIFICATE FOR FRGS GRANT

Name of the Faculty _____

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 me.
3. I have settled the accounts of earlier FRGS grant received.
4. The tentative date of start of the project is _____

Name and Signature of Faculty

Signature and Seal of Head
of the Department

Date:

Signature and Seal of the
Principal / Special Officer



VIKRAMA SIMHAPURI UNIVERSITY
NELLORE – 524 003

STATEMENT OF EXPENDITURE IN RESPECT OF FRGS GRANT

1. Name of the Principal Investigator :

2. Department: & Institution where working:

3. Approval Letter No. and Date: _____

4. Effective date of starting the Project: _____

5. Title of the Research Project Effective date of starting the project :

6. a. Period of Expenditure: From _____ to _____

b. Details of Expenditure :

S.No.	Item	Amount Approved Rs.	Expenditure Incurred Rs.
i.	Books & Journals		
ii.	Contingency including special needs		
iii.	Field Work (Give details in the Proforma)		
iv.	Hiring Services		
v.	Chemicals, Glassware & Plastic ware		
vi.	Equipments		
	Total		

7. If as a result of check or audit objection some irregularly is noticed at later date, action will be taken to refund, adjust or regularize the objected amounts.

(PTO)

8. It is certified that the grant of Rs. _____ (Rupees _____ only) received from the Vikrama Simhapuri University, Nellore under *FRGS* Grant 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 Grants Commission.

NAME AND SIGNATURE OF FACULTY

Signature and Seal of Head
of the Department

Date:

Signature and Seal of the
Principal / Special Officer



VIKRAMA SIMHAPURI UNIVERSITY
NELLORE – 524 003

Report of the work done under FRGS Project
(Report to be submitted within 2 weeks after completion of project each year)

1. FRGS Reference No.. _____
2. Period of report: from _____ to _____
3. Title of research project

4. (a) Name of the faculty : _____
(b) Department _____
5. Effective date of starting of the Project: _____
6. 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)
 - i) Work done so far and results achieved and publications, if any, resulting from the work
 - ii) Has the progress been according to original plan of work and towards achieving the objective. if not, state reasons.

Signature of the Faculty

Signature and Seal of Head
of the Department

Date:

Signature and Seal of the
Principal / Special Officer



**VIKRAMA SIMHAPURI UNIVERSITY
NELLORE – 524 003**

**STATEMENT OF EXPENDITURE INCURRED ON FIELD WORK
FROM THE VSU FRGS GRANT**

Name of the Principal Investigator :

Name of the place visited	Duration of the Visit		Mode of Journey	Expenditure incurred (Rs.)
	From	To		

Certified that the above expenditure is in accordance with the UGC / VSU norms.

Signature of the Principal Investigator

**Signature and Seal of Head
of the Department**

Date:

**Signature and Seal of the
Principal / Special Officer**



VIKRAMA SIMHAPURI UNIVERSITY
NELLORE – 524 003

Utilization Certificate

Certified that the VSU FRGS grant of Rs. _____ (Rupees _____ only) received from the V.S. University under the above scheme of support for undertaking the project entitled, “ _____ ” vide VSU Ref.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.

Signature of the
Principal Investigator

PRINCIPAL/Spl.Officer
(with seal)

Auditor
(with seal)



VIKRAMA SIMHAPURI UNIVERSITY NELLORE – 524 003

MINUTES OF THE COMMITTEE CONSTITUTED FOR SCRUTINIZING THE PROPOSALS RECEIVED FROM THE FACULTY MEMBERS FOR THE AWARD OF FACULTY RESEARCH GRANT SCHEME (FRGS) AND RECOMMEND OR OTHERWISE:

MEMBERS PRESENT:-

1. Prof.P.Venkata Rao, Principal, VSU College, Nellore
2. Prof. M.Chandraiah, Dean, CDC, VSU, Nellore
3. Dr. Ande Prasad, Associate Professor,
Dept. of Computer Science, VSU College, Nellore

MINUTES

(1) The Committee Constituted for the purpose met on 01.08.2016 at 3.30. P.M in the VSU Administrative Building and has scrutinized the 15 proposals (7 in Arts & 8 in Science) received from the Faculty Members comprising VSUPG Centre, Kavali and VSU College, Nellore, who were not sanctioned any Research Projects (Major / Minor) by any funding Agencies:

A. Arts proposals

S.No	Name of the Arts /Commerce / Management faculty
1	Dr.P.Srinivas, Assistant Professor, Dept. of Economics, VSU PG Centre, Kavali
2	Dr.Chilumuri Srinivasa Rao, Associate Professor, Dept. of Commerce, VSU PG Centre, Kavali
3	Dr.P.Subbarama Raju, Assistant Professor, Dept. of Social Work, VSU College, Nellore
4	Dr.R.Prabhakar, Assistant Professor , Dept. of English, VSU College, Nellore
5	Dr.Kota Neela Mani Kanta, Assistant Professor Dept. of Tourism Management, VSU College, Nellore
6	Dr.P.Chenchu Reddy, Assistant Professor ,Dept. of Business Management, VSU College, Nellore
7	Dr.K.Narasimha Rao, Assistant Professor , Dept. of English, VSU College, Nellore

B. Science Proposals

S.No	Name of the Science faculty
1	Dr.Ch. Ramu, Associate Professor, Dept. of Physics, VSUPGC, Kavali
2	Dr.V.Sailaja, Assistant Professor, Dept. of Zoology, VSUPGC, Kavali
3	Dr.M.Suseela, Assistant Professor, Dept. of Zoology, VSUPGC, Kavali
4	Dr.Ch.Vijaya, Assistant Professor, Dept. of Marine Biology, VSU College, Nellore
5	Dr.Ch.Venktrayulu, Assistant Professor, Dept. of Marine Biology, VSU College, Nellore
6	Dr.Y.Vijaya, Assistant Professor, Dept. of Chemistry, VSU College, Nellore
7	Dr.KVL Shrikanya Rao, Assistant Professor ,Dept. of Biotechnology, VSU College, Nellore
8	Dr.G.Mary Sandeepa, Assistant Professor, Dept. of Biotechnology, VSU College, Nellore

(2) RECOMMENDATIONS:-

The Committee constituted for the purpose unanimously recommend as follows:-

- a. To recommend and consider the project proposals i.e., 7 from Arts / Commerce / Management Departments and 8 from Science Departments, for the award of VSU Faculty Research Grant -2016, as all the applications are as per the guidelines of Faculty Research Grant Scheme 2016.
- b. The Project Proposals submitted by Dr.G.Mary Sandeepa and Dr.KVL Shrikanya Rao may be treated as individual projects with out Co- Investigators.

Signatures of the Committee members

1. Prof.P.Venkata Rao, Principal, VSU College, Nellore

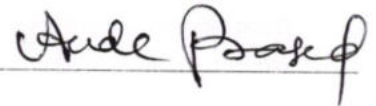
: _____

2. Prof. M.Chandraiah, Dean, CDC, VSU, Nellore

: _____

3. Dr. Ande Prasad, Associate Professor,
Dept. of Computer Science, VSU College, Nellore

: _____



4

VIKRAMA SIMHAPURI UNIVERSITY
NELLORE – 524 003

No.VSU/Estt./FRGS/ Comm. Consti. /2016 -17

Dated 30.07.2016.

PROCEEDINGS OF THE VICE-CHANCELLOR

Sub:- V.S. University, Nellore – Introduction of Faculty Research Grant Scheme (FRGS) as a Pilot Project for the year 2016-17- Constitution of a Committee – Orders-Issued.

Read:- Vice-Chancellor's orders dated 29.07.2016.

ORDER:

In pursuance of the orders read above, a committee is constituted with the following to scrutinize the applications received for FRGS and recommend or other wise, for the grant of FRGS as a Pilot project, for the year 2016-17:-

1. Prof. P.Vekata Rao, Principal, VSU College, Nellore
2. Prof.M.Chandraiah, Dean CDC, VSU, Nellore
3. Dr.Ande Prasad, Associate Professor, Computer Science, VSU College, Nellore

All the members are requested to make it convenient to attend the meeting on 01.08.2016 at 3.30 PM in the VSU Admin Building for the above purpose and submit report.

(BY ORDER)


REGISTRAR

To
The members concerned.

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