

## **SOP for FRSG**

The purpose of this document is to briefly explain the Standard Operating Procedure and other terms and conditions of the Faculty Research support grant (FRSG). The call for the FRSG will be announced twice a year and will be applied online/manually within the due date.

### **Proposal Evaluation**

1. An evaluation committee comprising of external experts and active researchers from various campuses of NUCES will be formed by ORIC in consultation with Campus Directors. The experts must have availed a research grant in past and must be frequently publishing papers in impact factor journal appearing in JCR.
2. The proposals will be provided to the committee members for evaluations prior to the presentations
3. The proposals will be presented by the applicants in front of the panel
4. The member of the evaluation committee who belong to the same campus of the applicant will normally abstain from the evaluations
5. The committee will rank all the proposals based on their technical evaluation separately for each campus and forward the ranking
6. The committee may also recommend (any) budget cuts in proposed budgets along with the evaluation
7. The ORIC office will present the rankings to the Rector NUCES for final approval. The decision of Rector will be final in all regards
8. Preference shall be given to applications that have recommend highest outcomes, optimally utilize the funds to achieve the objectives, support NUCES students and are submitted with a Co-PI.

### **Other Terms and Conditions**

1. The upper limits of the FRSG project are as follows:
  - o Up to maximum of Rs. 1,500,000/- for 12 months
  - o Up to a maximum of Rs. 1,800,000/- for 24 months

2. The budget can only be utilized for HR and local industry/field visits.
  - A full time RA must not be paid less than Rs 50,000 per month.
  - A part time RA must not be paid less than Rs 20,000 per month.
  - Maximum Rs 75,000 is allowed for industry and field visits with preapproval.
  - Any head other than above will require special approval
3. PI must be a permanent faculty member in any campus of the University.
4. PI must be active in service at the time of application and for the duration of the project.
5. A faculty member enrolled in PhD is eligible as a PI but in this case his/her supervisor or some other faculty member holding PhD degree must be a Co-PI
6. PI must not be engaged in any externally funded project as PI at the time of the application.
7. A PI can again apply for the FRSG after two years of his/her previous (FRSG) project completion. The preference will be given to those who have successfully completed at least one external project after their previous FRSG.
8. A PI in FRSG can be Co-PI in other non-FRSG projects.
9. The funds will be distributed monthly on receipt of request from the Principal Investigator given that all required deliverables have been submitted
10. Following are the mandatory deliverables for all approved projects
  - a. Project initiation letter including employment contracts
  - b. Quarterly technical report including project-specific deliverables
  - c. Quarter financial report
  - d. Project completion report, including the financial report and final deliverables
11. The number of applications accepted in each cycle will depend on the availability of the funds
12. No remuneration of PI, conference travel, or purchase of equipment is admissible from this fund. For such support, PI is encouraged to obtain other funding.
13. Hiring rules of university, especially conflict of interest must be observed during the employee hiring

14. In case a faculty is not able to complete the committed objectives, the member will not be eligible for any further ORIC supported grants or awards until the committed objectives are completed
15. On an unsatisfactory quarterly report, the project may be terminated or the financial disbursements may be delayed
16. No course exemption will be provided for this research funding to the PI
17. In case a PI leaves the university during the execution of the project or is unable to continue with the project for any reason the following guidelines will apply:
  - a. The PI transfers the project to a Co-PI or any other faculty member who agrees in writing to take up the project and achieve the objectives
  - b. At least six months before discontinuing, the PI should submit an application to Rector requesting readjustment of project outcomes and budget.
18. In case no readjustment is made or an application is not furnished and the project objectives are not met, the PI will be liable to return all the released funded amount to the university.
19. The university and PI will be joint owner in case of any Intellectual Property rights/Invention.

### **Expected Project Out come**

- Tangible project outcomes, which must include a mandatory acceptance of a paper in an impact factor journal paper appearing in JCR and submission of funding application to an external sponsor
- Industry linkages developed

This SOP is subject to change as per requirement.