

**AKS University, Satna**  
**Research Projects Funding Scheme**  
**Format for Submission of Proposal for Research Project**

**PART – I**

- 1) Broad Subject : Faculty :  
 2) Area of Specialization :  
 3) Duration :  
 4) Principal Investigator :

i)	Name	
ii)	Sex	Male /Female
iii)	Date of Birth	
iv)	Qualification	
v)	Designation	
vi)	Address Office : Residence :	
vii)	Date of joining the service as a teacher	
viii)	Date of confirmation	

- 5) Co – Investigator(s) (If any ):

i)	Name	
ii)	Sex	Male /Female
iii)	Date of Birth	
iv)	Qualification	
v)	Designation	
vi)	Address Office : Residence :	

- 6) Details of the Department where the project will be undertaken:  
 a. Department:  
 b. Name of the:

- 7) Teaching and Research Experience of Principal Investigator

a.	Teaching experience	
b.	Research experience	
c.	Title of Ph.D./M. Phil. thesis if PI has been awarded	
d.	Publications i. Papers Published Accepted Communicated	
	ii. Books Published	

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

## Part II

### Proposed Research work

- 8) i) Project Title  
 ii) Introduction
- Origin of the research problem
  - Interdisciplinary relevance
  - Review of Research and Development in the Subject :
  - Significance of the study
- iii) Objective  
 iv) Methodology  
 v) Year wise Plan of work and targets to achieve.  
 vi) Details of collaboration, if any intended

9) Financial Assistance required

Item	Estimated Expenditure (Rs.)
a) Non-recurring component *: (upto 70% of the project cost)	
i) Equipment which may include computer/laptop	
ii) Books/Journals	
B) Recurring component :	
(i) Hiring Services	
(ii) Field Work and Travel	
(iii) Chemicals and glassware	
(iv) Contingency (including special needs)	
Total (Rs.)	

\* Justification for the purchase of the equipment be provided.

10) (a) Details of the project/scheme completed or ongoing with the P.I

Name of the Equipment	Year	Total Infrastructural facilities obtained	Agency	Started	Completed

(b) Institutional and Departmental facilities available for the proposed work :

Equipment :

11) Any other information which the investigator may like to give in support of this proposal which may be helpful in evaluating.

**To certify that:**

- a) General physical facilities, such as furniture/space etc., are available in the Department.
- b) I/we shall abide by the rules governing the scheme in case assistance is provided to me/us from the University for the above project.

- c) I/we shall complete the project within the stipulated period. If I/we fail to do so and if the University is not satisfied with the progress of the research project, the University may terminate the project immediately and ask for the refund of the amount received by me/us.
- d) The above Research Project is not funded by any other agency.

Name and Signature

(a) Principal Investigator

(b) Co- Investigator

(c) Head of the University Department (Signature with Seal)

**AKS University, Satna**  
**Research Projects Funding Scheme**  
**Acceptance Certificate for Research Project**

Name \_\_\_\_\_

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 the Principal Investigator and College/Institution.
- 3) At present, I have no research project approved by University and the accounts for the previous project, if any have been settled.
- 4) The date of implementation of the project is \_\_\_\_\_

Principal Investigator

Head of the University Department

Dated:

# AKS University, Satna

## Research Projects Funding Scheme

### Annual/Final Report of the work done on the Research Project

(Report to be submitted within 2 months after completion of each year).

- 1) Project report No. 1<sup>st</sup> /2<sup>nd</sup> (Final) \_\_\_\_\_
- 2) University Reference No. \_\_\_\_\_
- 3) Period of report: from \_\_\_\_\_ to \_\_\_\_\_
- 4) Title of research project \_\_\_\_\_
- 5) (a) Name of the Principal Investigator \_\_\_\_\_  
(b) Dept. and College where work has progressed \_\_\_\_\_
- 6) Effective date of starting of the project \_\_\_\_\_
- 7) 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)

1)	Brief objective of the project	
2)	Work done so far and results achieved and publications, if any, resulting from the work (Give details of the papers and names of the journals in which it has been published or accepted for publication)	
3)	Has the progress been according to original plan of work and towards achieving the objective. if not, state reasons	
4)	Please indicate the difficulties, if any, experienced in implementing the project.	
5)	If project has not been completed, please indicate the approximate time by which it is likely to be completed. A summary of the work done for the period (Annual basis) may please be sent to the University on a separate sheet.	
6)	If the project has been completed, please enclose a summary of the findings of the study. Two bound copies of the final report of work done may also be sent to the University.	
7)	Any other information which would help in evaluation of work done on the project. At the completion of the project, the first report should indicate the output, such as (a) Manpower trained (b) Ph. D. awarded (c) Publication of results (d) other impact, if any.	

Signature of the Principal Investigator

Signature of the Head of University Department

Recommendation of the expert committee about continuation of the project after 1<sup>st</sup> year.

**AKS University, Satna**  
**Research Projects Funding Scheme**

**Utilization Certificate**

Certified that the grant of Rs. \_\_\_\_\_ Rupees \_\_\_\_\_ only) received from the University under the scheme of support for Research Project entitled \_\_\_\_\_ vide AKS University letter No. F. \_\_\_\_\_ 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

Signature of the  
Head of University Department

**AKS University, Satna**  
**Research Projects Funding Scheme**  
**Statement of Expenditure in respect of Research Project**

- 1) Name of Principal Investigator \_\_\_\_\_  
 2) Name of Department \_\_\_\_\_  
 3) University approval No. and Date \_\_\_\_\_  
 4) Title of the Research Project \_\_\_\_\_  
 5) Effective date of starting the project \_\_\_\_\_  
 6) (a) Period of Expenditure: From \_\_\_\_\_ to \_\_\_\_\_  
 (b) Details of Expenditure \_\_\_\_\_

Item	Sanctioned Amount (Rs.)	Expenses incurred (Rs.)
A) Non-recurring component :		
i) Equipment		
ii) Books/Journals		
B) Recurring component :		
(i) Hiring Services		
(ii) Field Work and Travel		
(iii) Chemicals and glassware		
(iv) Contingency (including special needs)		
<b>Total (Rs.)</b>		

(c) (1) As a result of check or audit objective, some irregularity is noticed, at a later Date, action will be taken to refund, adjust or regularize the objected amounts.

(2) It is certified that the grant of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) received from the University under the scheme of support for Research Project entitled \_\_\_\_\_ vide University letter 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.

Principal Investigator

Head of the University Department

Statutory Auditor

**AKS University, Satna**  
**Research Projects Funding Scheme**

**Statement of Expenditure incurred on Field Work**

Sr. No	Date		Duration of Visit in Hrs /Days	Mode of Journey	Expenditure Incurred (Rs.)	Outcome of Field Visit
	From	To				
	<b>Total</b>					

Certified that the above expenditure is in accordance with the University norms for Research Projects

Principal Investigator

Head of the University Department

**AKS University, Satna**  
**Research Projects Funding Scheme**

**Proforma for submission of Information at the time of submitting  
The Final Report of the Work Done on the Project**  
(To be submitted within two months after completion of project period)

1	Name & Address of the Principal Investigator	
2	Name & Address of the Department	
3	University Approval No. & Date	
4	Date of Implementation	
5	Tenure of the Project	
6	Total Grant Allocated	
7	Total Grant Received	
8	Final Expenditure	
9	Title of the Project	
10	Objectives of the Project	
11	Whether Objectives were achieved (Give Details)	
12	Summary of the Findings / Publications (In 500 Words ) Key words : 6	
13	Possible Applications (Give Details)	

Principal Investigator

Head of the University Department

**AKS University, Satna**  
**Research Projects Funding Scheme**

**Project Completion Certificate**

This is to certify that Mr./Mrs./Ms/Dr./Prof. \_\_\_\_\_  
of \_\_\_\_\_ has  
successfully completed research scheme entitled \_\_\_\_\_  
\_\_\_\_\_ sanctioned by AKS University, Satna under  
Research Project Funding Scheme to Professors during \_\_\_\_\_  
to \_\_\_\_\_. He /She worked as Principal Investigator/Co- Principal Investigator  
for the project.

Date :-

Signature  
Competent Authority.

**(Rs. 100/- Stamp paper format)**  
**AKS UNIVERSITY, SATNA**  
**UNDERTAKING REQUIRED TO BE SIGNED BY APPLICANT**

- 1) I hereby undertake to submit on the completion of the work a detailed report of the investigations for which the grant has been made to me, a detailed statement of accounts (supported by vouchers wherever possible) showing how the amount of the grant was actually spent and a paper ready for press, embodying the results of the investigations carried out with the help of the grant received from university for publication. If approved in the university journal.

In the said paper-I undertake to acknowledge the assistance received from the University. I also undertake to hand over to the University, on the completion of research work, instruments, original equipment or any other materials that I may purchase out of the grant made by the University, I further undertake that, during the course of the work, I shall submit six monthly reports and accounts.

- 2) I further undertake to supplement, in case of need, the amount of grant from my own resources.
- 3) In the event of my failure to fulfill any of the conditions of this undertaking or such rules governing the award of research grants as are laid down by the University, I agree to refund whatever the amount of the grant I may have received from the University.

(Name:..... )

Place :

Date :

Certificate that **Shri/Smt.....** is working in a substantive post and that he will be given all the necessary facilities to carry on his research project. All grants received from the University in his behalf will be utilized for the project concerned.

Pro-Vice Chancellor (Dev)

Place :

Date :