**MEFGI/R&D/18-19/1** **Date: 16/07/2018**

**CALL FOR PROPOSAL**

Minor Research Project

The Research and Development (R&D) Committee of the Marwadi Education Foundation Group of Institutions invites proposal for Institute Funded **Minor Research Project** from dynamic and young researchers working as Permanent Faculty Members of Marwadi Education Foundation. This is in pursuance of the Research Policy envisioned by honorable Provost for developing a culture of excellence in the Research & Development. Proposals are invited from faculty members of all the departments of MEFGI.

# Application Procedure

The application should be prepared strictly as per proforma mentioned in this call. The applicants should clearly state technical outcomes, impact on society and effect on student community.

A cover letter with CV of Principal Investigator(PI) and Co-Principal Investigator(Co-PI) and detailed application in hard copy should reach to the Registrar, MEFGI on or before 11/08/2018.

# Selection Procedure

The Research and Development (R&D) Committee will scrutinize the proposal in terms of technical outcomes and impact on society in various domain. Although, area for the proposal are not defined; they should be **inline** with **the area of interest** proposed by the respective **department** in its plan.

In case of multiple applications in the same domain and/or department, opinion may be sought from the team of external experts. The final decision will be made based on recommendation of team of experts, R & D committee of MEFGI and IQAC committee of MEFGI.

# Eligibility

The applicant must be a permanent faculty member of MEFGI and must have served for a tenure of not less than one year in the respective department.

# Assessment criteria

The relevance of proposal to call objectives need to be conclusively established. The proposal relevant to call objectives will be evaluated based on following criteria:

1. Novelty of the proposed work,
2. Need assessment and demand for proposed work,
3. Scientific appropriateness of deliverable of proposed approaches and technical merit,
4. Proposal formulation. Literature/Patent review, Qualified objectives, Methodology and Work plan, clear and well-defined deliverable.

The weightage of above parameters will vary for different specialization.

# TERMS and Conditions

* The application must be strictly as per the format mentioned in the policy document.
* The tenure of Minor Research Project will be **maximum** of **two years**. The maximum amount of Minor Research Project will be **Rs. 3 lacs** for the entire duration of the project
* The amount of assistance will be utilized towards procurement of Equipment or Consumables not exceeding **Rs. 3 lacs**. The purchase of PC, Laptop, Mobile, Electronic Gadgets, Software, and Mobile Applications etc. is not permitted under the grant.
* The amount for the second year will be disbursed only after satisfactory report of the first **academic year**.
* At the end of each **financial year**, utilization certificate from certified auditor must be produced by the Principal Investigator.
* All Equipment and Consumables purchased under the project will remain property of the respective department of MEFGI. It is sole responsibility of PI and Co-PI to maintain the record equipment till completion of the project. At the end of project, the PI or Co-PI will submit status of equipment/consumable to the department.
* The PI or Co-PI are not entitled for remuneration, consultancy, travel, contingency or salaries of manpower for the Minor Research Project.
* The PI or Co-PI must not leave the institute before the completion of the project.
* At the end of completion of project, PI and Co-PI must publish **at least one paper** in **SCI Indexed journal** or file a **Patent** based on the work carried out or **equivalent outcome** endorsed by the R&D committee with consent of Dean and Director. The completion certificate will be issued only after acceptance of such article.

REGISTRAR

MEFGI

Proforma for application of

minor research project

## **Part – A: information of investigator and application**

1. Cover Letter
2. CV of Principal Investigator and Co-PI
3. List of Publication of PI and Co-PI
4. Other relevant information

## **part – b: Proposed work**

1. Origin of the Proposal / Background of the Problem
2. Literature Review
   1. International Status
   2. Indian Scenario
   3. Relevance in Indian Context
3. Importance of the Project
   1. Need Assessment
   2. Demand of the Proposed Work
   3. Benefit to the Stakeholders
4. Novelty of the Proposed Work
5. Methodology
6. Work Plan
7. Proposed Utilization of Major Equipment of Department
8. Suggested Outcome
9. References

## **Part – C: BUDGEt**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ITEM | BUDGET | | | TOTAL AMOUNT |
| 1. Non-Recurring | | | | |
| Permanent Equipment | Year I | Year II |  |  |
| Other |  |  |  |  |
| 1. Recurring | Year I | Year II |  |  |
| Consumables |  |  |  |  |

Table 2 budget for permanent equipment

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ITEM | BUDGET | | | TOTAL AMOUNT |
|  | Year I | Year II |  |  |
| Specification and description of item |  |  |  |  |

Table 3 budget for other items

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ITEM | BUDGET | | | TOTAL AMOUNT |
|  | Year I | Year II |  |  |
| Description of item |  |  |  |  |

Table 4 budget for consumables

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ITEM | BUDGET | | | TOTAL AMOUNT |
|  | Year I | Year II |  |  |
| Description of consumables |  |  |  |  |