



शिवजी कॉलेज  
(दिल्ली विश्वविद्यालय)  
*Shivaji College*  
(University of Delhi)

NAAC ACCREDITED "A" GRADE COLLEGE



संदर्भ सं० / Ref. No. SH/Admn/1976/2020

दिनांक/Dated 24/11/2020

### NOTICE

Proposals are invited under the Minor Research Project Scheme sponsored by Shivaji College from the faculty members of the college latest by December 31, 2020.

The proposal should be submitted in soft copy only on email address [crc@shivaji.du.ac.in](mailto:crc@shivaji.du.ac.in)

The research proposal format, guidelines and other details are attached and the same are available on college website also.

The proposal should contain two PDF files. One PDF file should contain Research Proposal (**Blind**) only without name of investigator(s) for blind review (expert opinion) and the other PDF file should contain Research Proposal (Detailed), Bio data of Principal Investigator(s), Certificate from Principal Investigator(s) and Certificate from Students and as per attached templates.

**No hard copy of the proposal is required.**

*Shiv Kumar Sahdev*

Dr Shiv Kumar Sahdev  
(Officiating Principal)

Copy for information and necessary action to:

1. The Convener, College Research Cell
2. The Administrative Officer (Accounts)
3. Mr. Ratandeep for circulation to teachers through email and uploading on website

## **Guidelines for Minor Research Project**

### **Objective**

This scheme will provide research support to faculty members and students of the college to undertake research. Each project must associate at least five undergraduate students of Shivaji College.

### **Eligibility**

- Applicants [Principal Investigator(s)] should be a faculty member of Shivaji College.
- A faculty member, who once received a project grant under this scheme, will be eligible to apply again after a gap of one year from the date of completion of earlier project.
- Maximum two faculty members can apply in one project involving at least five students. If two faculty members are involved in one project, then both will be designated as Principal Investigator. However, one will be the convener among the two and they will decide this among themselves and mention it in research proposal.
- Teachers working in Ad-hoc capacity in college will also be eligible to apply in the said scheme but they can apply along with a permanent teacher of the college. Ad-hoc teacher will have to give an undertaking that he/she will complete the project within the stipulated time.

### **Nature and Duration of Support**

- The scheme will provide research support to an individual teacher or a group of teachers along with at least five undergraduate students of the college.
- The funding will be for a period of one year.
- The maximum research grant for one project will amount to INR 30,000.
- The research grant should be used for small equipment's (not available in college), consumables, field visits and contingences.

## **Selection and Mode of Application**

- An applicant is eligible to apply only one proposal during a call.
- Any proposal rejected should not be resubmitted without any substantial revision.
- The call for applications will be notified through the college website.
- The application form along with a proper research proposal highlighting the research work to be undertaken should be submitted to college before the last date.
- Blind peer reviews of the submitted proposals will be carried out by the relevant subject experts not associated with the college.
- Final selection will be based on the recommendations of the reviewers followed by the approval from competent authority of the college.

## **Plagiarism**

Proposals submitted must be original in ideation and content. Plagiarism in any form will not be acceptable. Proposals are liable to be rejected if found plagiarised.

## **Complete Guidelines for Principal Investigator(s)**

### **A. Documents Required:**

- (i) Bio data of Principal Investigator(s) (Prescribed Template)
- (ii) Certificate from Principal Investigator(s) (Prescribed Template)
- (iii) Certificate from Students Associated with the project (Prescribed Template)
- (iv) Research Proposal (One Copy Blind and one copy detailed) (Prescribed Templates)

### **B. Points to be noted**

- The research proposal may be discipline specific or Interdisciplinary or Trans disciplinary.

- In order to maintain research ethics, it is expected that there should be at least one research publication from the project in journals listed in UGC CARE list / reputed journal.
- The research proposal should have relevance to under graduate students study.
- For safety reasons no student should be sent out of station for any project related work.
- It will be mandatory to make all associated students of Minor Research Project as co-authors while publishing the research outcomes.
- A midterm evaluation of the project will be done by the college and the Principal Investigator(s) will have to submit the midterm progress report.
- An extension for completion/ publication of research project outcome, without financial assistance may be given to Principal Investigator(s) on written request subject to a maximum of six months.
- Final report and research outcomes related to project should be presented before the committee in group monitoring workshop conducted by the Research Cell in the College.
- Proper Utilization Certificate along should be submitted to the college after completion of the project within a maximum of one month time from the date of completion.

## **Research Proposal (Blind)**

### **1. Origin of the Proposal: (Maximum 1page)**

*(Rationale for doing this work should be elaborated)*

### **2. Importance of the proposed project in the context of current status**

**(Maximum 1 page)**

*(Highlight what is the new area or gap which will be solved in the project in relating to what is already known. This is a very important section to project the novelty content of the proposal)*

### **3. Work Plan:**

#### **3.1 Methodology:**

*(It should contain all the details of how each of the objectives will be addressed. This section must be detailed and have clear plans, not generalized statements. It should explain and justify how and why the project research plan will work)*

#### **3.2 Time Schedule of activities giving milestones (Maximum 1/2 page)**

### **4. Bibliography (Maximum 1 page)**

*(Some selected bibliography)*

### **5. Proposed Budget**

*(Elaborate the fund requirement under each required heads)*

### **BIO-DATA**

**1. Name**

**2. Email**

**3. Contact Number(s)**

**4. Department**

**5. Gender**

**6. Academic Qualification (Undergraduate Onwards):**

	<b>Degree</b>	<b>Year</b>	<b>Subject</b>	<b>University/Institution</b>	<b>% of marks</b>

**7. Work experience (in chronological order)**

<b>S.No.</b>	<b>Positions held</b>	<b>Name of the Institute</b>	<b>From</b>	<b>To</b>	<b>Pay Scale</b>

**8. Professional Recognition/ Award/ Prize/ Certificate, Fellowship received by the applicant.**

<b>S. No.</b>	<b>Name of Award</b>	<b>Awarding Agency</b>	<b>Year</b>

**9. Publications** (*List of papers published in last 5 years, in year wise descending order*).

S.No.	Author(s)	Title	Name of Journal	Volume	Page	Year

**10. Books/Reports/Chapters/General articles etc in last 5 years:**

**11. Details of Projects completed/ongoing by Principal Investigator**

S. No.	Title	Fund Received	Duration	Role as PI	Funding Agency

**12. Any other Information** (maximum 500 words)

## **Certificate from the Investigator(s)**

### **Project Title:**

It is certified that

1. The same project proposal has not been submitted elsewhere for financial support.
2. We/I undertake that spare time on equipment procured in the project will be made available to other users.
3. We/I agree to submit a certificate from Institutional Biosafety Committee, if the project involves the utilization of genetically engineered organisms. We/I also declare that while conducting experiments, the Biosafety Guidelines of Department of Biotechnology, Department of Health Research, GOI would be followed in toto.
4. We/ I agree to submit ethical clearance certificate from the concerned ethical committee, if the project involves field trails/experiments/exchange of specimens, human & animal materials etc.
5. The research work proposed in the project does not in any way duplicate the work already done or being carried out elsewhere on the subject.
6. We/I agree to abide by the terms and conditions Minor Research Project Scheme of Shivaji College.

Name and signature of Principal Investigator(s):

Date:

Place:



## **Certificate from Student(s)**

### **Project Title:**

It is certified that

1. We are well aware that we have to work in this project in addition to the course work at Shivaji College and we will be able to manage the project work without hampering our own studies.
2. We are aware that we will not be given any stipend for working in the project.
3. We are not forced to work in the project and we have taken consent from our parents to work in the project in addition to our own course work.
4. We agree to abide by the terms and conditions of Minor Research Project Scheme of Shivaji College.

Name and signature of Student(s):

Date:

Place:

## Research Proposal (Detailed)

### 1. Origin of the Proposal: *(Maximum 1page)*

*(Rationale for doing this work should be elaborated)*

### 2. Importance of the proposed project in the context of current status

*(Maximum 1 page)*

*(Highlight what is the new area or gap which will be solved in the project in relating to what is already known. This is a very important section to project the novelty content of the proposal)*

### 3. Work Plan:

#### 3.1 Methodology:

*(It should contain all the details of how each of the objectives will be addressed. This section must be detailed and have clear plans, not generalized statements. It should explanation and justify how and why the project research plan will work)*

#### 3.2 Time Schedule of activities giving milestones *(Maximum 1/2 page)*

### 4. Bibliography *(Maximum 1 page)*

*(Some selected bibliography)*

### 5. Proposed Budget

*(Elaborate the fund requirement under each required heads)*

### 6. Summary of roles/responsibilities for all Investigator(s):

*(If the proposal contains more than one Investigator, it is important to clearly mention the role of each Investigator in implementing the objectives of the proposal)*

S.No.	Name of Investigation	Roles/Responsibilities

### 7. Summary of roles/responsibilities for all associated student(s):

*(Clearly mention the role of each student in implementing the objectives of the proposal)*

S.No.	Name of Student	Course & Department	Contact No. & Email Address	Roles/Responsibilities

**8. Name, designation, institutional affiliation, email id and contact number of three persons who are aware with this area of study**