

**MAR ATHANASIUS COLLEGE (AUTONOMOUS)**  
**KOTHAMANGALAM**

MINOR RESEARCH PROJECT- MAC RESEARCH FOSTERING SCHEME

**GENERAL GUIDELINES**

A teacher can avail only one project under this scheme at a time.

The quantum of assistance for a research project will be as under:

Minor Research Project in Sciences - Rs. 1.00 lacs.

Minor Research Project in Humanities, Social Science, Languages, Literature, and Commerce -  
Rs. 50,000/-.

**NATURE OF ASSISTANCE**

**Non-Recurring Grants**

a. Equipment: (Minor equipment's only)

b. Books and Journals: The equipment as well as books & journals grants may be utilized to procure the essential equipment's and books & journals needed for the proposed research work. The equipment's and books & journals acquired by the Principal Investigator under a Minor Research Project must be deposited in the College Office/College central library after the completion of the project and shall be the institutional property thereafter. **In no case shall the non-recurring grants exceed 50% of the ceiling amount.**

**Recurring Grant**

(a) 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.

(b) 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. Expenditure towards the audit fee may also be claimed under contingency head.

(c) 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.

(d) Chemicals and Consumables: To meet expenditure on chemicals, glassware and other consumable items.

(e) Travel and Field Work: The amount allocated under the head travel/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.

**TENURE AND IMPLEMENTATION:** One year. The effective date of implementation of the project will be mentioned in approval-cum sanction letter.

#### **PROCEDURE FOR APPROVAL**

The received proposals will be assessed with the help of an expert research committee comprising of external members also constituted by the college. The final decision will be taken on the basis of recommendations made by the committee.

On completion of the project, the following documents are to be submitted to the Dean of Research.

1. A copy of the final report of project along with soft copy.
2. A consolidated item wise detailed statement of expenditure incurred during the complete project period in the prescribed proforma duly signed and sealed by the Principal and the Principal Investigator
3. A consolidated Audited Utilization Certificate for the amount actually utilized towards the project duly signed and sealed by Principal as well as the Principal Investigator in the prescribed proforma.

## OTHER GUIDELINES

- It is mandatory to post the Executive summary of the report, Research documents, monograph, academic papers published under Minor Research Project on the website of the College.
- The Principal Investigators are expected to settle the accounts within six months of the completion of the project.
- Project is not transferable in any case.
- No extension in tenure is permissible in any circumstances.
- The findings/ conclusions of the project have to be published in a UGC listed international journals with good impact factor and also be presented in at least one national/international conference and publish in proceedings with ISBN number within six months of the completion of the project. If a Principal Investigator fails to complete the project and was not able to produce publications mentioned above, he/she has to refund the entire amount released with 10% interest.

**FORMAT FOR SUBMISSION OF PROPOSAL FOR MINOR RESEARCH PROJECT  
UNDER MAC RESEARCH FOSTERING SCHEME**

**PART – A**

1. Broad Subject:
2. Area of Specialization:
3. Duration:
4. Principal Investigator

- i. Name:
- ii. Sex:
- iii. Date of Birth:
- iv. Qualification:
- v. Designation:
- vi. Address:

Office:

Residence:

5. Teaching and Research Experience of Principal Investigator:

a. Teaching experience:           UG \_\_\_\_\_ Years

PG \_\_\_\_\_ Years

b. Research experience:           years

c. Whether the project has been approved by the University for the doctoral degree? If so, please indicate:

d. In case the teacher holds a doctoral degree :

i. Title of the thesis :

ii Year of the award of degree:

iii. Name of the University :

e. Publication:

Papers Published:

Accepted:

Communicated:

Books Published:

Accepted:

Communicated:

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

**PART – B**

**Proposed Research Work**

(i) **Project Title:**

(ii) **Introduction**

**Origin of the research problem**

**Interdisciplinary relevance**

**Review of Research and Development in the Subject:**

**International status**

**National Status**

**Significance of the study**

(iii) **Objectives**

(iv) **Methodology**

(v) **Plan of work and targets to be achieved**

(vi) **Details of collaboration, if any intended**

(vii) **Financial Assistance required**

**Item**

**Estimated Expenditure**

1. Books and Journals:
2. Equipment, if needed:  
(please specify name & approx. cost)
3. Field Work and Travel:
4. Chemicals and glassware:
5. Contingency (including special needs):

**Total: \**

**(viii) Whether the teacher has received support for the research project under Major, Minor scheme of support for research from any agency? If so, please indicate:**

**(iv) Institutional and Departmental facilities available for the proposed work:  
Equipment:**

**(ix) 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. I shall abide by the rules governing the scheme in case assistance is provided to me for the above project.
- b. I shall complete the project within the stipulated period and shall present the findings/ conclusions of the project in at least one national/international conferences and publish in a UGC listed international journals with good impact factor within six months of the completion of the project. If I fail to do so and if the Research Committee is not satisfied with the progress of the research project, the College may terminate the project immediately and ask for the refund of the amount received by me with an interest of 10%.
- c. The above research Project is not funded by any other agency.

Name & Signature

(a) Principal Investigator

(b) Principal (Signature with Seal)