



KL
(DEEMED TO BE UNIVERSITY)



KONERU LAKSHMAIAH EDUCATION FOUNDATION

(Deemed to be University estd., u/s 3 of UGC Act 1956)

Greenfields, Vaddeswaram, Guntur (Dist.), AP-522502

www.kluniversity.in



Seed Research Grant Policy

SEED RESEARCH GRANT POLICY

INTRODUCTION

KLEF provides seed research grant to encourage faculty to undertake innovative research in emerging areas of national and international importance. Seed grant facilitates faculty to execute their ideas up to the proof-of-concept level enabling them to fetch external grant from various funding agencies.

OBJECTIVES

1. To support faculty to establish independent research in basic and applied research areas.
2. To generate preliminary results of innovative ideas/concepts to submit proposals for external funding
3. To inspire faculty to generate intellectual property rights/products/technologies and create strong interdisciplinary research groups
4. To support faculty initiatives for collaborative research

DURATION AND FINANCIAL ASSISTANCE

The maximum duration of the seed grant shall be one year from the date of sanction and each project submitted under this scheme will be supported up to maximum of Rs. 5.0 lakhs.

ELIGIBILITY CRITERIA

1. All faculty with a Ph.D. degree
2. Faculty who has completed sponsored project/s or ongoing project/s are also eligible with new ideas
3. Senior professors are not encouraged to apply however they can act as mentor for junior faculty


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PROJECT SUBMISSION PROCESS

1. Faculty are eligible to apply for seed grant against the call for proposals which is announced every year in July.
2. All proposals must be submitted to Dean (R&D) through the proper channel in the prescribed format (Annexure-I).

EVALUATION PROCESS

1. All submitted proposals will be reviewed by the screening committee and the Principal Investigator/s (PI) will be called for presentation for their proposed work.
2. Based upon the merit of proposals and competitiveness of the PI, the list of shortlisted PIs/projects will be submitted to Vice-Chancellor for consideration and approval.

SELECTION CRITERIA

1. Innovative research and novelty of the project
2. Skill and capacity of the Research team (PI, Co-PI)
3. Track record of PI in terms of publications, patents etc.
4. Potential to generate IPR and fetch external grant

EXPECTED OUTCOME

1. Minimum one SCI publication or filing of one patent.
2. Submit research proposal/s to funding agencies.

TERMS AND CONDITIONS

1. Under the seed grant, travel, contingencies, and manpower heads are not applicable. However, travel/contingencies charges may be permitted on a case-by-case basis depending on the nature of the project.


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 15/12/21
Vice Chancellor

2. The maximum duration for implementation of the internal funding projects is 12 months only. The extension for a maximum of 6 months, in special circumstances may be granted.
3. Any deviation in the procurement of approved item/s, prior approval should be taken.
4. Procurement of consumables/equipments should be through purchase department.
5. Faculty should acknowledge the seed grant in his/her all publications arising from the approved projects.
6. If the Principal Investigator leaves the institute during the project duration Co-PI has to complete the project.
7. After completion of project, PI has to submit utilization certificate, statement of expenditure and project completion report.


Dean R&D


Vice Chancellor



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Campus: Green Fields, Vaddeswaram - 522 502, Guntur District, Andhra Pradesh, INDIA.

Phone No. 0863 - 2399999; www.klef.ac.in; www.klef.edu.in; www.kluniversity.in

Admin Off: 29-36-38, Museum Road, Govenorpet, Vijayawada - 520 002. Ph: +91 - 866 -2577715, Fax: +91-866-2577717.

ANNEXURE-I

FORMATS FOR SUBMISSION OF SEED GRANT PROJECTS

(To be filled by applicant)

1. Project Title :
2. Principal Investigator :
3. Designation :
4. Department :
5. Broad Subject :
6. Duration in months :
7. Total cost of the Project :
8. Date of Birth: Sex (M/F) :
9. Telephone and e-mail :
10. Co-Investigator :
11. Designation :
12. Department :
13. Date of Birth: Sex (M/F):
14. Telephone and e-mail :
15. Project summary (maximum 150 words)
16. Key words (maximum 6)
17. Technical details:
18. Introduction (under the following heads)
 - 18.1. Origin of the proposal :
 - 18.2. Definition of the problem :
 - 18.3. Objectives :

19. Review of status of Research and Development in the subject

19.1. International status :

19.2. National status :

20. Novelty Importance of the proposed project in the context of current status

21. Work plan

21.1. Methodology.

21.2. Organization of work elements.

21.3. Time schedule of activities giving milestones.

22. BUDGET ESTIMATES: SUMMARY

S. No	Head	Item Specifications	BUDGET (in Rupees)
1	Equipment		
	Major		
	Minor		
2	Consumables		
3	Others if any		
	TOTAL		

23. Justification for the proposed equipment.

24. Detailed Bio-data of the Investigator(s)/Co-Investigator(s) including

Name, Address, Date of Birth, Institution's Address etc.

Academic Qualifications (University/College from where attained, year of passing, class, Thesis title etc.) Publications list (Title of paper, authors, Journal details, pages, year etc.) Patent list, if any, List of Projects implemented if Any.

FORWARDED BY

Principle Investigator

(Full Name)

Co- Investigator

(Full Name)

Head of the Department

(Full Name)

Dept. RPAC Chairman

(Full Name)



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ANNEXURE-II

Statement of Expenditure

1. SEED Project Sanction Order No and date: ----- and DATE----

2. Name of the PI & Dept:

Sr. No	Sanctioned Heads	Total Amount Sanctioned (Rs.)	Total Amount Utilized (Rs.)	Balance Amount (Rs.)	Remarks (if any)
1	Equipment				
2	Consumables				
3	Contingencies				
4	Total				

Name and Signature of Principal Investigator

Signature of financial officer

Date:

Date:

UTILISATION CERTIFICATE

Certified that out of **Rs. /-** of grants-in- aid sanctioned during the year **--FY--** in favour **---PI NAME---** and **-----** on account of unspent balance of the previous year, a sum of **-----** has been utilised for the purpose of executing the project for which it was sanctioned.

Signature of PI

Signature of Registrar

Signature of Finance Officer

Date:

Date:

Date:



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ANNEXURE-III PROJECT COMPLETION REPORT

Notes: 1. The PCR should be in bound form.

2. Cover page should include the title of the project, file number, names and addresses of the investigation.

1. Title of the project:
2. Principal Investigator(s) and Co-Investigator(s):
3. Implementing Institution(s) and other collaborating Institution(s):
4. Date of commencement:
5. Planned date of completion:
6. Actual date of completion:
7. Objectives as stated in the project proposal:
8. Deviation made from original objectives if any, while implementing the project and reasons thereof:
9. Experimental work giving full details of experimental set up, methods adopted, data collected supported by necessary table, charts, diagrams & photographs:
10. Detailed analysis of results indicating contributions made towards increasing the state of knowledge in the subject:
11. Conclusions summarizing the achievements and indication of scope for future work
12. List of Research publications and Patents taken, if any

Name & Signature of PI

Name & Signature of Co-PI