



OFFICE OF THE REGISTRAR

SU/Reg./Notification/2023/020

May 26, 2023

Notification

Incentive and Financial Support Plan to Promote Research - revised

Embarking on a higher trajectory of research embedded teaching-learning, the University with an emphasis for being recognized as a global leader in cutting edge research, is motivating its Students, Scholars & Teaching staff in the form of this policy, which supersedes all previous notifications on the same subject. Envisaging to celebrate the excellence in research, this blueprint is a holistic revision in the incentive and financial support plan, with a vision to accelerate the high impact research outcomes.

Objectives:

- To promote a culture for producing high quality research.
- To further augment interdisciplinary, multidisciplinary and transdisciplinary research.
- To provide required support through research framework and guidelines for research and facilitation to faculty and students for research promotion.
- To bolster infrastructural facility and human capital for establishing a strong R&D base.
- To protect the generated IPR by facilitating the faculty to file patents, their commercialization, copy rights, etc.
- To suitably incentivize the faculty/ Staff and students for patents, research publications, process & product development, extramural research grants, consultancy work, attending conferences/ seminars, membership of professional societies etc.
- To provide Ph.D. Fellowship and Teaching Assistantship to the Ph.D. scholars.
- To regularly monitor and track the research outcomes for improving the research quality.
- To promote globalization of research & development for global visibility of Sharda University.

Financial Support/ Incentives:

S. No.	Category	Incentive Amount	Remarks
A. Patents			
A.1	Publication of Patent	Rs 5,000/	To be equally divided among inventors with SU as sole applicant. The processing fee to be borne by SU.
A.2	Grant of patent (Indian)	Rs 25,000/	To be equally divided among inventors with SU as sole applicant. The processing fee to be borne by SU.
A.3	Grant of patent (International- US, UK Japan, South Korea & Germany)	Rs 40,000/	To be equally divided among inventors with SU as sole applicant. The processing fee to be borne by SU.
A.4	Commercialization of Patent	90 % of the value of patent	To be equally divided among inventors with SU as sole applicant. The prototype development expenses to be borne by SU.
B. Research Papers			
B.1	i. Nature, Science, Cell, PNAS ii. IEEE, ASME, ASCE, ACM, ABDC (Category-A) with IF 10 or more	Rs 1,00,000/	First or the corresponding author (If there are more than one Corresponding authors, a proportionate amount of incentive shall be applicable)
B.2	Q1 Category Journals (Quartile based on Scopus only)	Rs 50,000/	First or the corresponding author (If there are more than one Corresponding authors, a proportionate amount of incentive shall be applicable)
B.3	Q2 Category Journals (Quartile based on Scopus only)	Rs 10,000/	First or the corresponding author

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B.4	Other Journals in SCOPUS /SCI/WoS/PubMed Journals	Rs 5,000/	First or the corresponding author
B.5	SCOPUS/ SCI/ WoS/ PubMed Journals	Rs 3,000/	Authorship (Other than first and corresponding author) with SU affiliation, to only one author.
	Journals other than SCOPUS	Rs 1,000/	First or the corresponding author
Publication of Joint Research Papers with Foreign Universities/ Institutes			
B.6	Minimum of 03 Joint Research Papers with QS world ranked International Universities/ Institutes (Among Top 500) in SCOPUS indexed journals over a period of 05 years with the same International University/ Institute.	Rs 30,000.00 after publication of at least three research papers	Authorship with SU affiliation
C. Book/ Book Chapters			
C.1	Book Publication as Author(s) International Publishers- Springer, Elsevier, IEEE, Wiley, PHI, Taylor & Francis, Pearson (> than 200 pages)	Rs 15,000/	To be equally divided among authors with SU affiliation. Provided any publication charges has not been claimed.
C.2	Book Publication as Editor(s) International Publishers- Springer, Elsevier, IEEE, Wiley, PHI, Taylor & Francis, Pearson etc (> 200 pages)	Rs 10,000/	To be equally divided among authors with SU affiliation. Provided any publication charges has not been claimed.
C.3	Book Publication as Author(s) National Publishers (> 200 Pages)	Rs 10,000/	To be equally divided among authors with SU affiliation. Provided any publication charges has not been claimed.
C.4	Book Publication as Editor(s) National Publishers (> 200 pages)	Rs 5,000/	To be equally divided among authors with SU affiliation. Provided any publication charges has not been claimed.
C.5	Book Chapter Publication as author(s) By International Publishers- Springer, Elsevier, IEEE, Wiley, PHI, Taylor & Francis, Pearson etc	Rs 2,500/	To be equally divided among authors with SU affiliation. Provided any publication charges has not been claimed.
C.6	Book Chapter Publication as Author(s) By National Publishers	Rs 1,000/	To be equally divided among authors with SU affiliation. Provided any publication charges has not been claimed.
D. Government and Non-Government Projects			
Government Projects			
D.1	Government Sponsored Research Projects	5% of the total project cost OR 50% of the Institutional Overhead whichever is less shall be awarded to PI & CoPI	PI & CoPI(s) sharing 60:40 ratio on yearly basis funds received
Non-Government Projects			
D.2	Projects costing Rs 25, 000 and above but less than Rs 50, 000	Rs 5,000/ for entire duration of project.	To be equally divided between PI & Co-PI
D.3	Project costing Rs 50,000 and above but less than Rs 1.00 Lakh	Rs 10,000/ for entire duration of project.	To be equally divided between PI & Co-PI
D.4	Project costing Rs 1.00 Lakh and above	Rs 15,000/ for entire duration of project.	To be equally divided between PI & Co-PI
E. Award to Faculty Members listed among 2% Scientists of the world by Stanford University			
E.1	Enlisting of name amongst 2% Scientists by Stanford University, US	Rs 20,000 as cash award for each faculty member	Faculty members with SU affiliation

F. Award for International Recognitions			
F.1	Award for any International Recognition	Rs 10,000 as cash award + Commendation Certificate	Faculty members with SU affiliation
G. Award for National Recognitions			
G.1	Award for any National Recognitions	Rs 5,000 as cash award + Commendation Certificate	Faculty members with SU affiliation
H. Award for State Recognitions			
H.1	Award for any National Recognitions	Rs 3,000 as cash award + Commendation Certificate	Faculty members with SU affiliation
I. Best Researcher Award of the Sharda School			
I.1	Best researcher from each of the Sharda Schools	Rs 10,000 as cash award + Commendation Certificate	Award based on research work conducted at SU, with a minimum of 02 years residency period and 75% marks obtained on performance matrix Decision of the committee in this regard is final
J. Best Innovative Teaching, Learning Award of Sharda School			
J.1	Best Innovative Teaching & Learning from each of the Sharda Schools	Rs 10,000 as cash award + Commendation Certificate	Award based on teaching at SU, with a minimum of 02 years residency period and 75% marks obtained on performance matrix Decision of the committee in this regard is final
K. Participation in National/ International Seminar/ Conferences (Faculty Members)			
National			
K.1	Participation as presenter (First or the Corresponding author), Invited Speaker, but not just attending the conference and chairing the session	As per HR Manual	Once annually with SU Affiliation, provided no other agency had supported financially for the same
International (Held in Abroad)			
K.2	Participation as presenter (First or the Corresponding author), Invited Speaker, but not just attending the conference and chairing the session	As per HR Manual	Once biennially with SU Affiliation, provided no other agency had supported financially for the same
L. Participation in National Seminar/ Conferences (Students)			
National			
L.1	Participation as presenter (First author), but not just attending the conference	Registration fee up to Rs 2,500/ or actual whichever is minimum with prior permission	Once annually for UG/PG students with SU Affiliation, provided no other agency had supported financially for the same (Maximum 02 throughout entire degree program) Once annually for 3 rd & 4 th seminar/Conf for Ph.D students with SU Affiliation, provided no other agency had supported financially for the same

M. Reimbursement of charges for using experimental facilities available at other Universities/ Institutes (Faculty Members)			
M.1	Characterization, Testing and Evaluation of material, processing of samples for analysis etc with prior permission.	Rs 30,000/ annum (Financial Year) on production of actual bills	Reimbursement of the amount on production of actual bills in the name of faculty member with SU affiliation.
N. Consultancy Work			
N.1	Consultancy work up to Rs 1.00 lakh	Sharing of 100% of net amount with the faculty	Net amount excludes the GST amount and the cost incurred, if any, by the University in execution of Consultancy work
	Consultancy work with > Rs 1 Lakh and up to Rs 2.00 lakh	Sharing of 80% of net amount with the faculty	
	Consultancy work with > Rs 2 Lakh and up to Rs 5.00 lakh	Sharing of 70% of net amount with the faculty	
O. Ph.D Fellowship			
O.1	NET, GATE or any other National Level test qualified full-time students	Rs. 15,000/ month for a period of three years	From the date of start of Pre-Ph.D Course work with satisfactory performance (Minimum 7.0 CGPA and approval of Research Plan within year)
O.2	SU Entrance test qualified full-time students	Rs 8,000/ month for a period of three years	From the date of start of Pre-Ph.D Course work with satisfactory performance (Minimum 7.0 CGPA and approval of Research Plan within year)
P. Teaching Assistantship to Ph.D Students			
P.1	Full time Ph.D Students, who have successfully completed coursework with minimum 7 CGPA and on the basis of selection test	Rs. 10,000/ Month	Students who are not availing any fellowship other than SU and willing to take departmental workload @ 12h/ week for a maximum duration of 3 years
Q. Enhancing Citation by Sharda Faculty Members			
Q.1	Citations of publications of faculty with SU affiliation in Scopus/ SCI/ WoS/ PubMed indexed journals	Rs. 5,000/ each for a bunch of 10 citations by outside authors.	First or the corresponding author on production of proof by faculty member and validation by Dean, Research.

- It should be noted that the incentive shall be strictly in proportion to the UGC prescribed teaching load as per cadre.
- All regular teaching staff of the University are eligible to avail the above mentioned incentive scheme.
- This incentive scheme may also be availed by the contractual teaching staff subject to the approval of the competent authority on case to case basis.
- The beneficiary (teaching staff) availing the above-mentioned incentive, processing or other expenses, shall submit an undertaking that s/he will be serving SU for at least a year, post benefit.
- Incentives towards publications, research grants, awards, consultancy etc shall be processed (duly vetted by HR & Internal Auditor factoring the teaching load) by the office of Dean Research after uploading the requisite documents on E-Zone by IQAC.
- This incentive policy shall be effective from June 01, 2023.

This bears the approval of the Competent Authority.


(Vivek Kumar Gupta)
Registrar

To,
All Faculty members and Students

Copy also for kind information:

- Chancellor/ Pro-Chancellor/ CEO
- Vice-Chancellor
- Pro Vice-Chancellor
- Advisor
- All Deans
- Controller of Examinations/ Finance Officer/ Chief Proctor
- All Directors
- All Administrative Heads of the respective Departments *and* Schools
- Notification file

**APPLICATION FOR INCENTIVE FOR RESEARCH PUBLICATION TO FACULTY MEMBERS
IN SCOPUS/SCI INDEXED JOURNALS**

S.No.	Required Information	Details
1.	Name of faculty with designation	
2.	Department and School	
3.	Employee ID with Phone No	
4.	E-mail ID	
5.	Title of the Publication	
6.	Number of authors	
7.	Name of First author and corresponding author with their affiliations	
8.	Name of Co-authors from Sharda University (if any)	
9.	Name of Journal with ISSN No	
10.	Publisher, Year, Issue, Volume, Page no (from and to)	
11.	Impact factor of journal (as per Thomson Reuter's)	
12.	Indexed in Scopus/ SCI	

Note:

- Self-attest copy of first page of the article.
- Proof of journal in Scopus/SCI indexed.
- **The Applicant declares that co-authors shall not claim any incentive for publication.**
- Incentives are as per calendar year.

Signature of Applicant with Date

Forwarded by Head of Concerned Department
Signature with Date and Stamp

Dean of Concerned School
Signature with Date and Stamp

For IQAC Use Only

-
- The above Publication has been verified and uploaded on the **Sharda University E-zone**.

SU E-zone No:

Verified by IQAC concerned person with Date

For Office of Dean Research Only

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- All Documents are in place and properly signed by all concerned members thus approved for the Incentive and forwarded to the **Accounts Department** to release the payment.

Signature of Executive Assistant RDC

Recommendation and endorsement of the Dean Research

**APPLICATION FOR INCENTIVE FOR BOOK/ BOOK CHAPTER PUBLICATION TO FACULTY MEMBERS
IN INTERNATIONAL/ NATIONAL LEVEL**

S.No.	Required Information	Details
1.	Name of faculty with designation	
2.	Department and School	
3.	Employee ID with Phone No	
4.	E-mail ID	
5.	Title of the Book or Book Chapter	
6.	Number of authors	
7.	Name of author from Sharda University	
8.	Name of Co-authors from Sharda University (if any)	
9.	Name of Editor from Sharda University (If any)	
10.	Publisher, Year, Issue, Volume, Page no (from and to)	
11.	ISBN No:	
12.	Indexed in Springer/ Elsevier, IEEE, Wiley, PHI, Taylor & Francis, Pearson etc.	
13.	Indexed in National Publisher (In Case of National Level)	

Note:

- Self-attest copy of first page of the Book/ Book Chapter.
- Proof of Book/ Book Chapter in International/ National Level.
- **The Applicant declares that co-authors shall not claim any incentive for publication.**
- Incentives are as per Academic year.

Signature of Applicant with Date

Forwarded by Head of Concerned Department

Signature with Date and Stamp

Dean of Concerned School

Signature with Date and Stamp

For IQAC Use Only

- The above Publication has been verified and uploaded on the **Sharda University E-zone**.

SU E-zone No:

Verified by IQAC concerned person with Date

For Office of Dean Research Only

- All Documents are in place and properly signed by all concerned members thus approved for the Incentive and forwarded to the **Accounts Department** to release the payment.

Signature of Executive Assistant RDC

Recommendation and endorsement of the Dean Research

APPLICATION FOR INCENTIVE FOR GOVERNMENT AND NON-GOVERNMENT PROJECTS

Name of Principal Investigator (PI):	
Designation:	
PI Department:	School:
PI Employee ID:	Phone No:
PI Email ID:	
Name of Co-Principal Investigator (Co-PI):	
Designation:	
Co-PI Department:	School:
Co-PI Employee ID:	Phone No:
Co-PI Email ID:	
Government / Non-Government Project:	
Name of Funding Agency:	
Title of the Project:	
Project Cost (in Rs.):	Project Duration (Yrs):
Project Sanction No. and Date:	
Year of Receiving Fund and the Amount (in Rs.):	

Signature of PI with Date

Signature of Co-PI with Date

Dean of Concerned School
Signature with Date and Stamp

For IQAC Use Only

- The above Project has been verified and uploaded on the **Sharda University E-zone**.

SU E-zone No:

Verified by IQAC concerned person with Date

For HR Department Use Only

- Please enclose the Copy of Sanction letter of the project **verified by HR Department**

Name:

Signature with Date and Stamp

For Office of the Dean Research Only

- All Documents are in place and properly signed by all concerned members thus approved for the Incentive and forwarded to the **Accounts Department** to release the payment.

Signature of Executive Assistant RDC

Recommendation and endorsement of the Dean Research

(To be printed on the Letter Head of Sharda University)

UNDERTAKING FOR AVAILING INCENTIVES AND FINANCIAL SUPPORT

(To be given by the faculty / staff who are availing incentives & financial support from SU)

I.,Employee ID.....,Designation.....,
Department and School /do
hereby state that I am providing the following undertaking at my free will and without
any pressure or compulsion to get incentives and financial support from Sharda
University.

1. That I undertake to serve Sharda University for a period of minimum **one-year** post benefit
2. That I undertake to pay the incentive and financial support amount to the University if I leave the University service before completion of **one-year** post benefit as stated in point 1 above.
3. That in this regard I appraised myself of the Notification issued by the Registrar (**Notification No.SU/Reg./Notification/2023/020, dated 26 May 2023**) that the contents laid down in totality of the said notification are duly acceptable to me, and I shall have a binding effect upon me. I accept the contents of the notification and hereby undertake to comply with the same.

Date: _____

Name & Signature of employee