

**Policy For**  
**Seed Money Research Projects**  
(Revision 1)

## **INTRODUCTION**

Research and Development is a systematic activity of basic and applied research to discover a solution for problems faced by society or creating new products and knowledge. It may result in the form of IP - research, publications, patents and copyright etc.

Seed Money Scheme (SMS) has been initiated by the University in the year 2017 to provide seed research grant to the faculty members under different areas of research to motivate their ideas which may lead to bigger projects/programs to be sent to National/ International funding agencies.

## **PURPOSE**

- To support and enhance the research capabilities of the faculty for the generation of proposal to apply for Govt./Pvt. funded research projects.
- To motivate the faculty members and enhance their research activities.

## **OBJECTIVE**

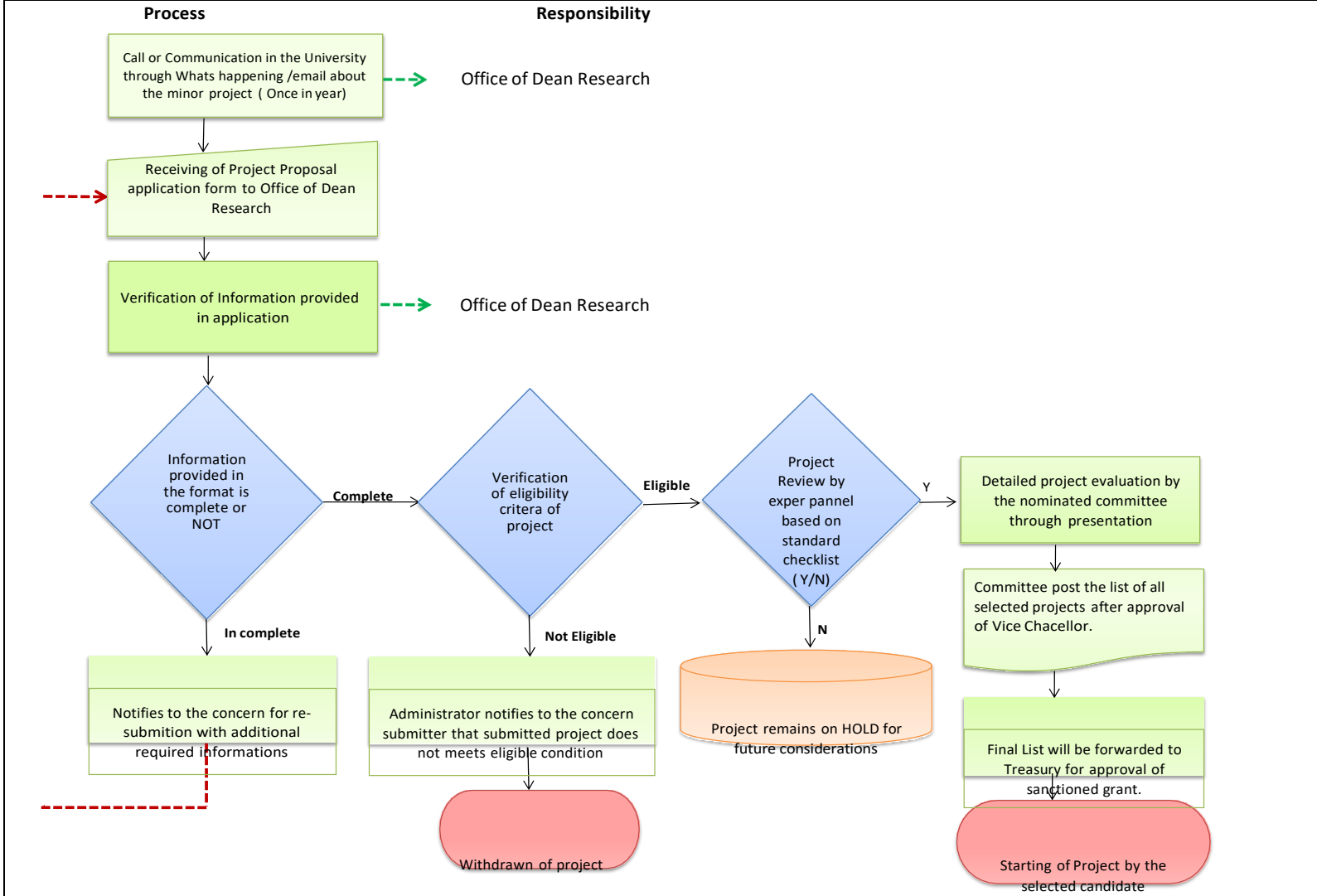
The objective of the scheme is to prepare a platform to accelerate the possibility of applying high value projects for the financial support from external agencies in the future. The applicant must clearly and convincingly demonstrate that the proposed project represents a new research direction in an area likely to generate external funding.

## **SCOPE OF THE POLICY**

1. This policy is to encourage the faculty members to propagate their innovative ideas through Seed Research Proposals, which can be further translated in to major research projects and submitted to the external agencies for funding.

2. Faculty members (Assistant and Associate Professor only), who have completed their probation period and having a Ph.D. degree or MD/MS/DNB/MDS are eligible to apply for the same.
3. The faculty should be rewarded the seed project financial support once only during the tenure at Sharda University as Principal Investigator (PI). Co-PI can also be there in Interdisciplinary projects.
4. Normally, one faculty member only from the same department should be considered as PI or Co-PI.
5. The provision of seed money grant is for a maximum period of two years. In case of any delay in the projects, it is expected from PIs/Co-PI to take the extension of the project from Dean Research and update the Internal Quality Assurance Cell (IQAC) accordingly.
6. Normally, a grant up to Rs 2 Lakh may be rewarded based on the merit of the proposal and decision of the committee nominated by Vice Chancellor, SU. However, there should be no such ceiling for cutting edge research & development work based on its necessity and availability of funds.
7. The expert guidance of Professors, Distinguished Professors, Professor Emeritus, Visiting Professors as per their expertise is expected as a Mentor in these projects.
8. It is expected out from PI/Co-PI to timely submit the utilization certificate to the office of Dean Research and Internal Quality Assurance Cell (IQAC).
9. Dean Research should review and monitor the progress of the sanctioned project periodically and submit the report to the Vice Chancellor and IQAC.
10. After completion of the seed project, the final report must be prepared as per the prescribed format and submitted to the office of Dean Research and IQAC for record purpose.

## Process Flow chart for Seed Money Minor Research Proposal



## **FORMAT FOR SUBMISSION OF SEED FUND PROJECT**

Sharda University, Greater Noida (UP)

1. Title of the Project
2. Name & Designation of the PI, Deptt and School, E Mail & Mob number
3. Name & Designation of Co-PIs, Deptt & School for Interdisciplinary Research Project (Not more than one Co-PI), E Mail & Mob number
4. Experience of PI & Co-PI (Not more than one page)
5. Cost of the Project (Rs. in Lakh):
6. PDC (Probable Date of completion) in Months (Normally 1 Year):
7. Introduction
8. Global Status of the theme area of the project (Not more than one page)
9. National Status of the theme area of the project (Not more than one page)
10. Gaps Identified
11. Bridging the Gaps
12. Objectives
13. Methodology

14. Timeline linked activity chart

S No	Activity	0-3 M		4-6 M	7-9 M	9-12M	Remarks
1							
2							
3							
4							

15. Break up of Cost

S NO	Equipment/ Expandable item/Activity	Cost (Rs)
1		
2		
3		
4		

16. Expected Outcome

17. Future plan to submit a major project to any funding agency (Should be submitted immediately after completion of Seed Fund Project)

18. Selected References

(Name & Signatures of PI)

Dated:

( Name & Signatures of Co-PI, if any)

Dated:

Forwarding of Head of Department

Recommendation of Dean of the School

**SEED MONEY  
PROJECT COMPLETION REPORT**

**PROJECT TITLE**

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**SUBMITTED BY**

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*(Name of Principal Investigator)*

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*Details of the Department and School*

***Date of Sanction***

***Date of Completion***

<b>Project Title:</b>		
<b>Duration of Project:</b>	<b>From:</b>	<b>To:</b>
<b>Principal Investigator</b>	<b>Name</b>	
	<b>Email ID</b> <b>Mob No</b>	
	<b>Department and School</b>	
<b>Co-Principal Investigator</b>	<b>Name</b>	
	<b>Email ID</b> <b>Mob No</b>	
	<b>Department and School</b>	



## **Part A - Summary Report**

### **1. Project Objectives**

<b>Objective as per the approved Project</b>	<b>Fully Achieved/Partially Achieved (indicate shortfall)</b>	<b>Reason for Partial Achievement</b>

### **2. Deliverables**

<b>Deliverables as per the approved Project</b>	<b>Fully/Partially/Not Achieved</b>	<b>Reason for Partial/ Non Achievement</b>

### **3. Specific Outcome**

*(Please give details)*

- i) Patent, if any
- ii) Product/Process developed/ technology transferred
- iii) List of Publications arising from the Project  
*(attach Copies of the Papers)*
- iv) Linkages established

### **4. Project Budget (Final)**

### **6. Suggestions for Utilization of Project Outcome (Give tangible road map, name specific Industrial Units)**

## **Part B – Comprehensive Report**

*(The Comprehensive Report should be precise in detail and self-contained)*

- 1. Project Title:**
  
- 2. Product/Process as an outcome of the Project, identify beneficiaries**
  
- 3. Scientific Description (Give Specifications/Standards for the same)**
  
- 4. Methodology adopted** *(State briefly in 300 words, paste picture if any)*
  
- 5. Scientific /Industrial Invention giving underlying Basis** *(Provide sufficient details)*
  
- 6. Further Effort required, if any, to get full Benefits or enhance Utilization.**
  
- 7. Recommendations for Utilization of the Product/Process. Give details.**
  
- 8. Output of the Project:**

- Research papers/publications/posters:
- Patent filings:
- Participation in conference/ training workshops attended:
  
- Status of the submission of the project to any External Funding Agencies (Y/N), If yes give the detail.

**Signatures and Name of PI**

**Signatures and Name of Co-PI**