



गुजरात केन्द्रीय विश्वविद्यालय
CENTRAL UNIVERSITY OF GUJARAT

गुजरात केन्द्रीय विश्वविद्यालय (Established by an Act of Parliament of India, No 25 of 2009)
CENTRAL UNIVERSITY OF GUJARAT

Sector-29, Gandhinagar, Gujarat-382030

Call for Research Projects

**Centre for Policy Research in Education and
Centre for Professional Development of Teacher Educators
under
Pandit Madan Mohan Malaviya National Mission on Teachers and
Teaching (PMMMNTT)
Department of Higher Education, MHRD, India**

**School of Education
Central University of Gujarat
Sector-29, Gandhinagar, Gujarat, India-382030
www.cug.ac.in**

GUIDELINES FOR THE AWARD OF MINOR RESEARCH PROJECT UNDER PMMMMNMTT

1. Introduction & Objectives

Centre for Policy Research in Education and Centre for Professional Development of Teacher Educators under Pandit Madan Mohan Malavia National Mission on Teachers and Teaching (PMMMMNMTT) were established in School of Education (SE), Central University of Gujarat (CUG) in 2019 as a part of the project funded by the Ministry of Human Resource Development (MHRD), Govt. of India. As the research in teacher education becomes increasingly interdisciplinary and collaborative, it is essential that a platform for cross-disciplinary collaborations across diverse Departments of CUG and other institutions engaged in research in related areas is provided. Under the project, SE focus on educational research for the resurgence of quality education as a whole through high quality training and research practices. Undertaking and funding quality research in crucial and seminal areas surrounding teacher's education and school/higher education is a primary objective that drives the scheme of financial assistance for Minor Research Project under the Centre for Policy Research in Education. The research project proposed corresponds to its basic goal- to attract a wide range of researchers and teachers to take up quality research related to policy in education as a whole and teaching and training of teachers and its various dimensions.

2. Eligibility

Under Centre for Policy Research in Education, PMMMMNMTT, Central University of Gujarat will provide financial assistance to permanent/regular teachers (preferably Assistant Professors) and Policy Researchers working in Universities and Colleges, who wish to undertake minor research project along with assigned work. Duly-filled and forwarded project proposals will be considered under the following categories:

- (1.) Permanent/regular teachers working in School of Education, Central University of Gujarat
- (2.) Permanent/regular teachers of other Schools/Centres and employees working on Policy Research in Education in Central University of Gujarat
- (3.) Permanent/regular teachers working in State and Centrally funded universities, colleges and other institutions, and professional academia (Assistant/ Associate/ Professors) who are regular employees in the Centrally and State funded UGC recognized Indian University/ Deemed to be University/ Government/Government-aided/ colleges with requisite research infrastructure and possessing a Ph.D. degree or equivalent

research work in the field of education and demonstrable research experience are eligible to apply.

3. General Information

(1.) Applications and Research Proposals are invited from Indian Nationals only.

(2.) Applications and Research Proposals should be written in English and forwarded through the proper channel duly signed by the competent authority of the institution.

(3.) Centers under PMMMNMTT, School of Education, Central University of Gujarat will not be responsible for any postal or communication delays.

(4.) It would be the responsibility of the Principal Investigator and the host Institution for total accountability of the project. After completion of one project (date of finalization of accounts of the project), the Principal Investigator should publish two papers in a UGC-CARE list journal/ reputed journal in the form of Books/Article from the said project completed and proper acknowledgment shall be made in the paper/publication about the financial assistance provided under the scheme PMMMNMTT, by SE-CUG. Colleges/Universities/ Institutions forwarding the proposal should have adequate research facilities.

(5.) The Principal Investigator will be allowed to take up only One Research Project at a time.

(6.) The Principal Investigator shall be personally responsible for timely completion of the Project.

(7.) An undertaking should be provided by the Principal Investigator that the research proposal submitted to IUCTE is not under consideration for funding by any other agency.

(8.) The project proposal format should include the title of the study, introduction, objectives/Research Questions/Hypotheses of the study, detailed methodology, estimated budget and time period.

(9.) Four copies of the research report and a soft copy in a CD as well as in a pen drive should be submitted to the PMMMNMTT, SE, CUG after completion of the project.

(10.) The date of implementation of the project will be mentioned in approval-cum-sanction letter with a copy of the approved budget by the PMMMNMTT, SE, CUG. No change will be permitted in any of the conditions laid down in the sanction letter.

(11.) The Principal Investigator has to commence the project within one week from the date of award letter.

(12.) The Project should be on the areas related to policy in/for education, teaching and training of teachers and its various dimensions.

(13.) All project related issues will be addressed only to the Principal Investigator/Head of the Affiliating Institution for timely reply.

4. Number and Grants of Research Projects sanctioned

An applicant will be entitled to take up only one research project of which he/she is the Principal Investigator and the Total Maximum Amount for the project should not exceed Rs. 2,00,000-00 (Two Lacs Only)

5. Nature of Assistance

The University will provide a grant up to a maximum of Rs.2.00 lakhs under the following heads.

A. Non-Recurring Grants

a) Equipment (Minor Equipments only) – Max. Rs. 40,000/-

Necessary technological devices and minor computer peripherals may be procured under the prescribed ceiling of allocation.

b) Books and Journals

Books & journals grants may be utilized to procure essential books & journals needed for the proposed research work. Books & journals acquired by the Principal Investigator under a Project must be deposited to University Central Library after the completion of the project which will be the institutional property

B. Recurring Grant

(a) Hiring Services

This is meant for specialised technical work, such as sample / data 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 utilised on spares for apparatus, photo-stat 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.

(e) Travel and Field Work

The amount allocated under the head travel/field work is to be utilised 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. They may also avail special casual leave/duty leave for field work/collection of data as per respective University rules.

Note: No expenditure on the following is permissible under the scheme.

- a. Recruitment of manpower: Research Fellow/Project assistance

b. International travel / Foreign Trip

6. Tenure and Implementation

Upon award, the PI will have to initiate the project and submit the finalized project report by on or before 15th March, 2020.

7. Procedure for Applying

Applicants desirous of availing the financial assistance under the scheme shall submit detailed project proposal in pro forma along with forwarding letter to the Project Director, PMMMNMTT, SCHOOL OF EDUCATION, CENTRAL UNIVERSITY OF GUJARAT, SECTOR-29, GANDHINAGAR, GUJARAT, INDIA-382030 for expert appraisal. The Scrutiny Committee constituted by the university for the purpose will go through the project proposals and submit recommendations for consideration of competent authority of the university whose decision shall be final in the matter.

8. Procedure for Release of Grants

Schedule of the release of the research grants under PMMMNMTT

Sr	Release of Non-Recurring Grants	Release of Recurring Grants	Remarks
1	30 % after the sanctioning of the proposal	30 % after the sanctioning of the proposal	Subject to the availability of the grants and the successful evaluation of the periodic progress report
2	35 % after submission of the first progress report. Release in the months of Nove-Dec19	30 % after submission of the first progress report. Release in the months of Nove-Dec19	
3	35 % after submission of the second progress report. Release in the months of Janu-Feb20	30 % after submission of the second progress report. Release in the months of Janu-Feb20	
4	-----	10 % after submission of the final progress report. Release in the months of March20	
Total	100 %	100%	

(A.) The grant will be released to the Principal of the College/ Registrar of the University/Head of the Institution.

(B.) No request for additional grant in excess of the sanctioned budget will be considered.

(C.) On the receipt of periodic Progress Report, the statement of expenditure and the utilization certificate of the instalment of grant, the next grant will be released. Remaining 10% recurring grant will be released on receipt of following completion documents as final reimbursement:

1. Copy of the final report of project along with soft copy.
2. Copies of research papers/reports, etc. on the theme of research, published in UGC CARE list/reputed research journals during the period of project.
3. 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
4. A consolidated Audited Utilization Certificate for the amount actually utilized towards the project duly signed and sealed by Govt. Internal Auditor/ Chartered Accountant/ Registrar/ Principal/ Head of the Institution as well as the Principal Investigator in the prescribed proforma.
5. The unutilized grant if any, may be refunded immediately through PFMS or Demand Draft drawn in favour of the Finance Officer, Central University of Gujarat, Sector-29, Gandhinagar-382030, whichever is applicable.

(D.) The Principal Investigator/Institution will be responsible for submitting the audited Accounts, Utilization Certificate and Project Report latest by 15th March, 2020. In case the balance grant, if any, is not claimed before 31st March, 2020, the same will lapse and no representation will be entertained on this behalf.

9. Plagiarism

Plagiarism is considered as academic dishonesty and a breach of ethics. Any information used without citing the original source will be considered as plagiarism. A certificate of plagiarism analysis report by the respective Universities / CUG / UGC recognised plagiarism software should be attached with the final report. If it finds that the report has been plagiarised, the CUG will not accept the research report, and the research grant will have to be refunded by the Principal Investigator with penal interest as per the UGC/ GoI norms. The parent institution of the Principal Investigator will be informed to take necessary action against him/her. The Principal Investigator will be blacklisted for applying to the PMMMNTT,SE,CUG for future funding under any scheme.

10. General

(A.) After finalisation of the selection procedure of the Research projects the names of the selected PIs will be uploaded on the Central University of Gujarat website/ will be communicated through mail. The PIs should

check their names and send their acceptance certificate duly forwarded by the Registrars/ Principal of the institutions immediately to the Project Director, PMMMNMTT, SCHOOL OF EDUCATION, CENTRAL UNIVERSITY OF GUJARAT, SECTOR-29, GANDHINAGAR, GUJARAT, INDIA-382030 to send the approval/sanction letters.

(B.) Project is not transferable in any case.

(C.) If the PI is transferred from his/her original place of work to another Institution (under Section 2 (f) and 12 (B) of the UGC Act, 1956) No Objection Certificate should be furnished for the transfer of the project from both the Institutions stating that necessary facilities will be provided by the Institution in which the awardee is transferred for the smooth functioning of the project.

(D.) If a Principal Investigator fails to complete the project, he/she shall refund the entire amount released with penal interest as per the UGC/ GoI norms.

(E.) No extension in tenure is permissible in any circumstances.

11. Termination of Research Grant

If the PMMMNMTT,SE,CUG is not satisfied with the periodical progress of the research project or if it finds that rules are being violated, it reserves the right to terminate its grant for the project and ask for a refund of the amount sanctioned.

12. Final Report

The project report should be submitted before 15th March, 2020. The Project report cannot be submitted for the award of any University degree or diploma by any member of the project staff, including the principal investigator. On completion of the Project, the Principal Investigator should submit the Final Report along with a brief Executive Summary in hard format (four copies of final report and four copies of Executive Summary) and a soft copy (CD and pen drive).

13. Publication & Copyright

(A) The PMMMNMTT,SE,CUG reserves the right to publish the final report of the research projects. This decision if taken will be communicated to the Principal Investigator.

(B) The Principal Investigator shall acknowledge the contribution of PMMMNMTT,SE,CUG and all the staff working in the research project.

(C) PMMMNMTT,SE,CUG will not be responsible for the fact, opinion, views and findings stated in the reports.

(D) The principal investigator will be solely responsible for the issues related to copyright and/or plagiarism of the information used in the research project.

14. Inspection by PMMMMNMTT,SE,CUG

The PMMMMNMTT,SE,CUG has full right to depute any of its staff to inspect the accounts and papers relevant to the research project any time during the project period.

15. Submission of Project Proposal

The hard of the research project proposal along with a forwarding letter should reach us on or before **11th September,2019** addressed to, Prof. H. B. Patel, Project Director, PMMMMNMTT, School of Education, Central University of Gujarat, Sector-29, Gandhinagar, Gujarat, India-382030 and soft copy to pmmmmnttse@cug.ac.in.

Dr. G. R. Angadi

Project Coordinator,PMMMMNMTT
Asso. Prof.
School of Education
Central University of Gujarat

Prof. H. B. Patel

Project Director,PMMMMNMTT
Dean
School of Education
Central University of Gujarat

**CENTRAL UNIVERSITY OF GUJARAT
FORMAT FOR SUBMISSION OF PROPOSAL FOR RESEARCH PROJECT
UNDER PMMMMNTT**

PART – A

1. Broad Subject

2. Area of Specialization

3. Duration

4. Principal Investigator

- i. Name:
- ii. Sex: M/F
- iii. Date of Birth:
- iv. Category:(GEN/SC/ST/OBC/EWS)
- v. Qualification:
- vi. Designation:
- vii. Address:

a. Institute Address :

Phone with STD code:

Mobile No.:

Email :

b. Residence Address :

Phone with STD code:

Mobile No.:

5. Name of the Institution where the project will be undertaken:

- i. Department:
- ii. College:
Dept./Institute/University: Phone No. & Email:
- iii. Whether the institute is located in rural/backward area:

6. Whether the University/College is approved under Section 2 (f) and 12 B of the UGC Act? Yes/No (If Yes, Please attach the copy)

7. Teaching and Research Experience of Principal Investigator :

- i. Teaching experience: UG _____Years PG_____Years
- ii. Research experience:
- iii. 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

8. Proposed Research Work

- i. Project Title
- ii. Introduction
- iii. Objectives
- iv. Methodology
- v. Month-wise Plan of work and targets to be achieved.

9. Financial Assistance required

Item	Estimated Expenditure Non-Recurring (Rs).	Estimated Expenditure Recurring (Rs).
i. Books and Journals		
ii. Equipment, if needed		
iii. Field Work and Travel		
iv. Special Needs		
v. Contingency		
vi. Hiring Services		
vii. If any Other (Pl specify)		
Total		
Total (Non-Recurring + Recurring)		

10. Whether the teacher has received support for the research project from any agency under Major, Minor or from any other agency? If so, please indicate:

- i. Name of the agency from which the assistance was approved
- ii. Sanction letter No. and date under which the assistance was approved
- iii. Amount approved and utilized
- iv. Title of the project for which assistance was approved
- v. In case the project was completed, whether the work on the project has been published
- vi. If the project has not been completed, please state the reasons

11. Details of the CUG project/scheme completed or ongoing, if any.

12. Any other information which the teacher may like to give in support of this proposal

To certify that:

- a. The College/ University is approved under Section 2(f) and 12(B) of the UGC Act and is fit to receive development grants from the UGC.
- b. General physical facilities, such as furniture/space etc., are available in the Department/College/University.

- c. I shall abide by the rules governing the scheme in case assistance is provided to me from the CUG for the above project.
- d. I shall complete the project within the stipulated period. If I fail to do so and if the CUG is not satisfied with the progress of the research project, the CUG may terminate the project immediately and ask for the refund of the entire amount (with interest) released by the CUG.
- e. The above research Project is not funded by any other agency.

**Signature of Principal Investigator
Institution**

Registrar/ Principal/Head of the

(Seal)

**CENTRAL UNIVERSITY OF GUJARAT
ACCEPTANCE CERTIFICATE FOR RESEARCH PROJECT
UNDER PMMMMNTT**

Name _____

No.F. _____ dated _____

Title of the Project _____

1. The research project is not being supported by any other funding agency.
2. The terms and conditions related to the grant are acceptable to the Principal Investigator and University/College/Institution.
3. At present, I have no research project approved by CUG/any other and the accounts for the previous project, if any have been settled.
4. The College/University is fit to receive financial assistance from CUG and is included in the list of Section 2(f) & 12 (B) prepared by the UGC.
5. The Principal Investigator is a retired teacher and eligible to receive honorarium as he/she is neither getting any honorarium from any agency nor is he/she gainfully employed anywhere.
6. (i) His/her date of birth is _____
(ii) Age _____
7. The date of implementation of the project is _____

Principal Investigator

**Registrar/ Principal
University/ College**

Date:

(Seal)

CENTRAL UNIVERSITY OF GUJARAT
STATEMENT OF EXPENDITURE IN RESPECT OF RESEARCH PROJECT
UNDER PMMMMNTT

1. Name of Principal Investigator(PI) _____
2. Deptt. of PI _____
Name of Institute/University _____
3. CUG approval Letter No. and Date _____
4. Title of the Research Project _____
5. Effective date of starting the project _____
6. a. Period of Expenditure: From _____ to _____
b. Details of Expenditure _____

S. No.	Item	Amount Approved (Rs.)	Expenditure Incurred (Rs.)
i.	Books & Journals		
ii.	Equipment		
iii.	Contingency including special needs		
iv.	Field Work/Travel (Give details in the proforma...)		
v.	Hiring Services		
vi.	Chemicals & Glassware		
Total			

7. If as a result of check or audit objection some irregularly is noticed at later date, action will be taken to refund, adjust or regularize the objected amounts.
 8. It is certified that the grant of Rs. _____ (Rupees _____ only) received from the Central University of Gujarat under the scheme of PMMMMNTT Minor Research Project entitled _____ vide CUG letter No. F. _____
- vii. Dated _____ has been fully utilized for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the CUG.

Principal Investigator

**Registrar/ Principal
University/ College**

Date:

(Seal)

**CENTRAL UNIVERSITY OF GUJARAT
STATEMENT OF EXPENDITURE INCURRED ON FIELD WORK IN
RESPECT OF RESEARCH PROJECT UNDER PMMMNMTT**

Name of the Principal Investigator:

Name of the Place visited	Duration of the Visit		Mode of Journey	Expenditure Incurred (Rs.)
	From	To		

Certified that the above expenditure is in accordance with the norms for Minor Research Projects of CUG

Principal Investigator

**Registrar/ Principal
University/ College**

Date:

(Seal)

**CENTRAL UNIVERSITY OF GUJARAT
(AS PER GFR 2017)
UTILIZATION CERTIFICATE IN RESPECT OF RESEARCH PROJECT
UNDER PMMMMNMTT**

Certified that an amount of Rs----- has been utilized from the grant of Rs ----- (Rupees----- -only) received from the Central University Gujarat under the PMMMMNMTT scheme of support for Minor Research Project entitled ----- vide CUG letter No. F. ----- dated----- for the purpose for which it was sanctioned and in accordance with the terms and conditions laid down by the Central University of Gujarat.
The unspent balance amount of Rs----- has been remitted back to CUG Bank account vide challan No..... Dated.....

**Signature of the Principal Investigator
(Seal)**

**Registrar/ Principal
University/ College
(Seal)**

**Statutory Auditor
(Seal)**

Annexure -VI

CENTRAL UNIVERSITY OF GUJARAT

Annual/Final Report of the work done on the Minor Research Project IN RESPECT OF RESEARCH PROJECT UNDER PMMMNMTT. (Report to be submitted before 15th March, 2020)

1. Project report No. 1st / Final _____
2. CUG Reference No. F. _____
3. Period of report: from _____ to _____
4. Title of research project _____
5. (a) Name of the Principal Investigator _____
(b) Department _____
(c) College where work has progressed _____
6. Effective date of starting of the project _____
7. Grant approved and expenditure incurred during the period of the report:
 - a. Total amount approved Rs. _____
 - b. Total expenditure Rs. _____
 - c. Report of the work done: (Please attach a separate sheet)
 - i. Brief objective of the project _____
 - ii. Work done so far and results achieved and publications, if any, resulting from the work (Give details of the papers and names of the journals in which it has been published or accepted for publication _____)
 - iii. Has the progress been according to original plan of work and towards achieving the objective. if not, state reasons
 - iv. Please enclose a summary of the findings of the study. One bound copy of the final report of work done may also be sent to the CUG.
 - v. Any other information

Signature of the PI
(Seal)

Registrar/ Principal
(Seal)

**CENTRAL UNIVERSITY OF GUJARAT
PROFORMA FOR SUBMISSION OF INFORMATION AT THE TIME OF
SENDING THE FINAL REPORT OF THE WORK DONE ON THE PROJECT
UNDER PMMMMNTT**

1. TITLE OF THE PROJECT
2. NAME AND ADDRESS OF THE PRINCIPAL INVESTIGATOR
3. NAME AND ADDRESS OF THE INSTITUTION
4. CUG APPROVAL LETTER NO. AND DATE.....
5. DATE OF IMPLEMENTATION
6. TENURE OF THE PROJECT
7. TOTAL GRANT ALLOCATED
8. TOTAL GRANT RECEIVED
9. FINAL EXPENDITURE
10. TITLE OF THE PROJECT
11. OBJECTIVES OF THE PROJECT
12. WHETHER OBJECTIVES WERE ACHIEVED(GIVE DETAILS)
13. ACHIEVEMENTS FROM THE PROJECT
14. SUMMARY OF THE FINDINGS(IN 500 WORDS)
15. CONTRIBUTION TO THE SOCIETY(GIVE DETAILS)
16. WHETHER ANY PH.D. ENROLLED/PRODUCED OUT OF THE PROJECT.....
17. NO. OF PUBLICATIONS OUT OF THE PROJECT (PLEASE ATTACH)

**Signature of the PI
(Seal)**

**Registrar/ Principal
(Seal)**