



Indian Knowledge System (IKS)
(Ministry of Education)
Guidelines for Research Project



1.1 Objectives:

- The main objective of this **Research Project** is to promote research in field of IKS at various levels by
- (a) providing opportunities to scholars in research projects on the themes of their choice, among the major areas of investigation identified by the IKS or in the IKS's own projects and related disciplines.
- Research and development activities in IKS is an essential component of education system because of their role in creating new knowledge and insight and imparting excitement and dynamism in NEP2020, as well as make them need based in view of the national requirements. The objective of
- (b) this is to create and update the general research capabilities of the faculty members in the area of IKS of various Institutes in the country. The proposal should include a specific project theme with a clear statement of the objectives, details of equipment and other research facilities proposed to be acquired and the expected deliverables from the project.

1.2 Research Areas of IKS

To promote Ancient Indian Wisdom and to re-establish traditional as well as cultural values, with respect to major areas given below:

- 1) Science, Engineering, Technology
- 2) Health, wellness
- 3) Psychology, Cognition, Linguistics, Phonetics, Epistemology
- 4) Management, Administration, Law, Governance
- 5) Arts, Literature, Culture, Aesthetics folklore, Education
- 6) Indian Classical Music, Drama
- 7) Ayurveda, Yoga and Naturopathy
- 8) Indian Traditional Knowledge Base

1.2 Eligibility:

- (a) All Institutions recognized by the Ministry of Education (MoE) are eligible.
- (b) Full time regular faculty with research experience and publications.
- (c) The preliminary research facilities should be available in the institute.
- (d) One proposal from one PI (Principal Investigator) will be sanctioned at any point of time within the duration of project.
- (e) Maximum number of proposals acceptable per institute shall be five.

1.3 Duration of the Project:

Duration of project will be preferably two years, however, this may be extended by another year in genuine cases from the date of receipt of funds in the institute's account.

1.4 Limit of Funding:

- (a) Maximum limit of funding is Rs.10 Lakh.
- (b) Non-Recurring 40% and Recurring 60% of the total sanctioned grant.

1.5 Disbursement of the Funds:

- (a) 100% Non-recurring and 50% of Recurring grant of total sanctioned amount.
- (b) 50% of total sanctioned recurring grant only after submission of Audited Utilization Certificate and all requisite documents.
- (c) On receipt of Annual Progress Report, statement of expenditure and utilization certificate of 1st instalment of grant, the 40% of the total recurring grant will be released as second instalment. Remaining 10% 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. A consolidated item wise detailed statement of expenditure incurred during the complete project period in the prescribed pro forma duly signed and sealed by the Head of the Institution and the Principal Investigator
 - 3. A consolidated Audited Utilization Certificate for the amount actually utilized towards the project duly signed and sealed by Govt. Internal Auditor/ Chartered Accountant, Head of the Institution as well as the Principal Investigator in the prescribed pro forma.
 - 4. The unutilized grant if any, may be refunded immediately through demand draft drawn in favor of the Indian Knowledge System.
 - 5. It is mandatory to post the Executive summary of the report, Research documents, monograph, academic papers published under Research Project on the website of the Institution.

The Principal Investigators/Institutions are expected to settle the accounts immediately on completion of the project. In case the balance grant, if any, is not claimed within **six months from the date of completion of the project, the same will lapse and no representation will be entertained on this behalf.**

(d) Non-Recurring Grants:

- a. Equipment (Minor equipment only)
- b. Books and Journals

The equipment as well as books & journals grants may be utilized to procure the essential equipment and books & journals needed for the proposed research work.

The equipment and books & journals acquired by the Principal Investigator under a Research Project must be deposited to University/ College/Institution or in the departmental library or the central library after the completion of the project which will be the institutional property.

(e) 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, 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.

(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. They may also avail special casual leave/duty leave for field work/collection of data as per the Institutional rules.

(f) Re-Appropriation:

The Principal Investigator may re-appropriate maximum 20 per cent of the recurring grant allocated under each head with the permission of Registrar/Principal under intimation to the IKS authority with the justifications.

1.6 Procedure for applying:

- (a)** All eligible Institutions may submit their Research Proposal applications from ----- to ----- in the prescribed pro forma to the IKS Office located at AICTE, Nelson Mandela Marg, Vasant Kunj, New Delhi - 110070. Before submission, the concerned institute should get the proposal assessed by their Research bodies with a certificate that the proposed research work is in conformity with the Research Project guidelines.

1.7 Processing Methodology:

- (a)** The proposal shall be assessed by an Expert Committee constituted as follows:
Expert committee of 3 Eminent Members working in the field of IKS.
- (b)** The received proposals duly forwarded by the Colleges will be assessed with the help of a subject expert committee constituted by the IKS authority. The final decision will be taken by the IKS authority on the basis of recommendations made by the Committee and the availability of funds under the scheme.

1.8 Terms and conditions:

- (a) The Principal Investigator already having ongoing RPS projects from AICTE shall not be considered unless the ongoing projects are completed.
- (b) The Principal Investigator has the primary responsibility for the implementation and completion of the project within the stipulated time period.
- (c) In case the Principal Investigator leaves the Institution without transfer of the project or goes on long leave, the Co- Principal Investigator would be allowed to continue with the project, subject to the consent of the Principal Investigator in case of long leave and approval of IKS. All such requests should be sent to IKS in advance. **Therefore, association of a Co- Principal Investigator in the project is MUST.**
- (d) In case the Principal Investigator and the Co- Principal Investigator leaves the Institute and there is no other associated Co-Investigator to carry out the project, the Head of the Institution should take the responsibility for identifying a competent person in the Institution in the relevant subject area and submit his/her bio-data to IKS for further consideration.
- (e) The date of receipt of the grant by Institute shall be taken as the date of commencement of the project. The Registrar/Director/Principal of the Institute shall intimate receipt of the grant to IKS. If the Institute/ PI do not take-up the project work within 6 months of the receipt of the grant, approval shall ipso facto lapse and the Institute shall become liable to refund the entire grant along with interest generated to IKS.
- (f) The grant will be utilized strictly for the purpose as specified in the sanction letter. **Re-appropriation of funds from Recurring to Non-Recurring is allowed but not vice versa;** Non-Recurring and Recurring heads are 40% and 60% respectively of the total grant, unless otherwise recommended by IKS experts. **The list of equipment decided by the experts is final and there can be no changes later on.**
- (g) The equipment(s)/item(s) purchased from out-of non-recurring should be as per the specifications sanctioned by IKS. The purchase cost below the sanction cost shall be restricted to actual cost, and in vice versa restricted to sanctioned cost. Excess cost shall be met by the Institute from its own resources.
- (h) The recurring grant can be utilized for the items sanctioned by the IKS. This should not be used for travel abroad to attend Conference / seminars. However, for presenting a Paper in a Seminar / Conference within the country, the travel expenses may be met from the recurring grant. Further, expenditure incurred towards hiring of staff on contract basis shall be considered only if the same was recommended by the Experts and approved by IKS. **No budget be utilized for hiring permanent staff.**
- (i) Once the project is sanctioned, the IKS shall not consider any request for additional grant and replacement of equipment.

- (j) Separate institutional overheads for execution of the project shall not be provided by IKS.
- (k) After finalization of the selection procedure of the Research projects the names of the selected PIs will be posted on the IKS website. The PIs should check their names and send their acceptance certificate duly forwarded by the Head of the institutions immediately to the IKS authority to send the approval/sanction letters.
- (l) If the PI is transferred from his/her original place of work to another Institution 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.
- (m) Extension in tenure will be decided by the IKS authority in special case, if applicable.

1.9 Submission of Mandatory documents in AICTE prescribed formats:

- (a) APR, AUC, R&P, Statement of Expenditure on completion of each financial year
- (b) Copies of GFR-19, copies of bills & vouchers and stock entry register duly attested
- (c) PCR with consolidated AUC & R&P
- (d) Feedback Form

1.10 Constitution of Project Monitoring Committee (PMC):

Institute must constitute a Project Monitoring Committee (PMC) in the manner and for the purpose prescribed in Guidelines.

**INDIAN KNOWLEDGE SYSTEM
FORMAT FOR SUBMISSION OF PROPOSAL FOR
RESEARCH PROJECT**

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/OTHERS)

iv. Qualification:

v. Designation:

vi. Address:

Office:

Residence:

Email/Phone:

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

(a) Department:

(b) Institution:

(c) Affiliating University:

(d) Whether the institute is located in rural/backward area:

6. Whether the institute is approved under Ministry of Education:

Yes / No

7. Teaching and Research Experience of Principal Investigator:

(a) Teaching experience:

UG _____ Years

PG _____ Years

(b) Research experience:

(c) 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) Year-wise Plan of work and targets to be achieved.

9. Financial Assistance required

Item	Estimated Expenditure
i. Books and Journals	
ii. Equipment, if needed	
iii. Field Work and Travel	
iv. Chemicals and glassware	
v. Contingency (including special needs)	
vi. Hiring	
Services Total:	

10. Whether the PI has received support for the research project from the UGC, AICTE, DST under Major, Minor or from any other funding agency? If so, please indicate (Last five projects):

- 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 candidate was working for the doctoral degree, whether the thesis was submitted and accepted by the University for the award of degree.
(A summary of the report/thesis in about 1,000 words may please be attached with the application)
- vii. If the project has not been completed, please state the reasons

11. Details of the UGC, DST project/scheme completed or ongoing.

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

13. To certify that:

- i. The Institute is approved under MoE and is fit to receive grants from the UGC.
- ii. General physical facilities, such as furniture/space etc., are available in the Institute.
- iii. I shall abide by the rules governing the scheme in case assistance is provided to me from the IKS for the above project.
- iv. I shall complete the project within the stipulated period. If I fail to do so and if the IKS is not satisfied with the progress of the research project, the Commission may terminate the project immediately and ask for the refund of the entire amount (with interest) released by the IKS.
- v. The above Research Project is not funded by any other agency.

Principal Investigator

Head of the Institution

(Seal)

Date: _____

INDIAN KNOWLEDGE SYSTEM
MINISTRY OF EDUCATION,
AICTE, NELSON MANDELA MARG,
VASANT KUNJ, NEW DELHI - 110070

ACCEPTANCE CERTIFICATE FOR RESEARCH PROJECT

Name of PI _____

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 Institution.
3. At present, I have no research project approved by AICTE and the accounts for the previous project, if any have been settled.
4. The Institution is fit to receive financial assistance from IKS.
5. (i) His/her date of birth is _____
(ii) Age _____
(iii) Category (GEN / OBC / SC / ST / OTHERS) _____
6. The date of implementation of the project is _____

Principal Investigator

Head of the Institution

(Seal)

Date: _____

**INDIAN KNOWLEDGE SYSTEM
MINISTRY OF EDUCATION,
AICTE, NELSON MANDELA MARG,
VASANT KUNJ, NEW DELHI - 110070**

STATEMENT OF EXPENDITURE IN RESPECT OF RESEARCH PROJECT

1. Name of Principal Investigator _____

2. Dept. of PI _____

Name of the Institution

3. IKS 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		

7. If as a result of check or audit objection, some irregularly is noticed a 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 Indian Knowledge System under the support for Research Project entitled _____ 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 Indian Knowledge System

PRINCIPAL INVESTIGATOR

HEAD OF THE INSTITUTION

(Seal)

Date _____

**INDIAN KNOWLEDGE SYSTEM
MINISTRY OF EDUCATION,
AICTE, NELSON MANDELA MARG,
VASANT KUNJ, NEW DELHI - 110070**

STATEMENT OF EXPENDITURE INCURRED ON FIELD WORK

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 IKS norms for Research Projects.

PRINCIPAL INVESTIGATOR

HEAD OF THE INSTITUTION

(Seal)

Date _____

INDIAN KNOWLEDGE SYSTEM
MINISTRY OF EDUCATION,
AICTE, NELSON MANDELA MARG,
VASANT KUNJ, NEW DELHI - 110070

Utilization certificate

Certified that the grant of Rs. _____

(Rupees _____

_____ only) received from the Indian Knowledge System under the support for Research Project entitled _____

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 Indian Knowledge System.

PRINCIPAL INVESTIGATOR

HEAD OF THE
INSTITUTION
(Seal)

STATUTORY AUDITOR

(Seal)

Date _____

INDIAN KNOWLEDGE SYSTEM
MINISTRY OF EDUCATION,
AICTE, NELSON MANDELA MARG,
VASANT KUNJ, NEW DELHI - 110070

Annual/Final Report of the work done on the Research Project. (Report to be submitted within 6 weeks after completion of each year)

1. Project report No. 1st/Final _____
2. Period of report: from _____ to _____
3. Title of research project _____
4. (a) Name of the Principal Investigator _____
(b) Dept. _____
(c) Institution where work has progressed _____
5. Effective date of starting of the project _____
6. 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 with one bound copy of the study.
- v. Any other information _____

PRINCIPAL INVESTIGATOR

HEAD OF THE INSTITUTION

(Seal)

Date _____



**INDIAN KNOWLEDGE SYSTEM
MINISTRY OF EDUCATION,
AICTE, NELSON MANDELA MARG,
VASANT KUNJ, NEW DELHI - 110070**

**PROFORMA FOR SUBMISSION OF INFORMATION AT THE TIME OF SENDING THE FINAL REPORT
OF THE WORK DONE ON THE PROJECT**

1. Title of the Project.....
2. NAME AND ADDRESS OF THE PRINCIPAL INVESTIGATOR
3. NAME AND ADDRESS OF THE INSTITUTION
4. DATE OF IMPLEMENTATION
5. TENURE OF THE PROJECT
6. TOTAL GRANT ALLOCATED
7. TOTAL GRANT RECEIVED
8. FINAL EXPENDITURE
9. TITLE OF THE PROJECT
10. OBJECTIVES OF THE PROJECT
11. WHETHER OBJECTIVES WERE ACHIEVED
- (GIVE DETAILS)**
12. ACHIEVEMENTS FROM THE PROJECT
13. SUMMARY OF THE FINDINGS
- (IN 500 WORDS)**
14. CONTRIBUTION TO THE SOCIETY
- (GIVE DETAILS)**
15. NO. OF PUBLICATIONS OUT OF THE PROJECT
- (PLEASE ATTACH)**

PRINCIPAL INVESTIGATOR

HEAD OF THE INSTITUTION

(Seal)

Date _____

INDIAN KNOWLEDGE SYSTEM
MINISTRY OF EDUCATION,
AICTE, NELSON MANDELA MARG,
VASANT KUNJ, NEW DELHI - 110070

ASSESSMENT CERTIFICATE
(to be submitted with the proposal)

It is certified that the proposal entitled "_____ "by
(Dr./Prof./Mr./Mrs.) _____
Dept. of _____ has been assessed by the
_____ committee consisting the following
members for submission to the IKS authority _____
_____ for financial support under the support for

Research Projects: _____

Details of Expert Committee:



The proposal is as per the guidelines.

HEAD OF THE INSTITUTION

(Seal)

Date _____

Agave Sagesa

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✓ Sanchi order

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