

Policy Title	Research Mobilization Policy			
Policy Number	VU/Research/Policies/2020-21/03			
Functional Field	Research			
Related Policies	1. Research promotion policy 2. IPR Policy 3. Consultancy policy			
Responsibility of	1. Office of Director Research 2. Office of Director IQAC			
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Revision History			
Number	Date	By	Main Changes
Revision # 1			
Revision # 2			
Revision # 3			
Revision # 4			
Revision # 5			

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POLICY TITLE

Vishwakarma University Research Mobilization Policy

1. PURPOSE

The purpose is to describe the policies and procedures for mobilizing the funds for fostering the Research Culture at the University.

2. SCOPE OF APPLICATION

The policy is applicable to all the Government and Non-Government Organization funded Research and Consultancy Projects undertaken by VU personnel including but not limited to faculty members, researchers, students, other employees of VU.

3. POLICY STATEMENT

Vishwakarma University is committed to foster the research culture by inculcating research aptitude among all the stake holders including but not limited to faculty members, researchers, students, other employees of VU. To fulfill the funding requirements of stake holders for the various research activities.

4. PROCEDURE AND RESPONSIBILITIES

Research and Development Fund (RD Fund)

Research and Development Fund (RD Fund) is proposed to take care of research activities that includes but not limited to:(a) Fees for research publication in Conference or Journals, (b) Expenses incurred on travelling, accommodation, and food during Conference Paper Presentation or Field Activity, (c) Expenses incurred for Stakeholders attending Training/ STTP/ Workshops/ Seminar. The stake holders including but not limited to faculty members, researchers, students, other employees of VU can request for funding form this RD Fund.

This fund will be raised by contribution from Consultancy Projects / Overhead Charges sanctioned in Research Projects offered by Government and Non-Government organization. Account section and Office of Director Research will maintain the amount of contribution made by each faculty member/ Center of Excellence / Department.

4.1 Procedure for generating RD Fund through Consultancy Projects

Based on individual expertise every faculty is encouraged to generate funds through consultancy. The policy for sharing the revenue generated after deducting all expenses from sanctioned consultancy grant is defined in Consultancy Policy.

- From the consultancy project 20 % of the revenue is contributed to the RD Fund
- In the consultancy project is undertaken by Faculty Member(s) through a tieup of Center of Excellence (CoE) then the contribution is recorded under the CoE
- If the Faculty Members of different departments were involved then the contribution of RD Fund is recorded under faculty member and department proportional to the effort in Consultancy Project.

4.2 Procedure for generating RD Fund through Overhead Charges of funded projects

Research Project funded by Government and Non-Government organizations allows some percentage of Research Funding to be allocated for overhead charges (for administrative and other expenses). The policy for sharing the funds reserved under the overhead charges

- 30 % to the University.
- 70 % to RD Fund
- If the Faculty Members of different departments were involved then the contribution of RD Fund is recorded under faculty member and department proportional to the effort in Research Project.

4.3 The criteria for allowing spending from this fund

The stake holders including but not limited to faculty members, researchers, students, other employees of VU can request for funding from this RD Fund.

- The amount of fund allowed for each Department will be proportional to Percentage of Contribution made by Faculty members from that Department and number of Faculty members in the department on the prorata basis.
- For UG / PG / PhD students working on projects undertaken by Center of Excellence are eligible to apply for funds through RD fund. The UG / PG / PhD students should first author for the paper to be presented. The project guide and Director of CoE will forward the application with their remark to Director Research.

OR

- For UG / PG / PhD students working on Field Activity undertaken by Center of Excellence / Department are eligible to apply for funds through RD fund. The project guide and Director of CoE / Head Department will forward the application with their remark to Director Research.
- Upon receiving the application from UG / PG / PhD students Director Research will put remark about the percentage of contribution from CoE / Department in RD fund. Based on these remarks Vice Chancellor will decide the amount to be sanctioned to students.
- The faculty members can as well apply for the funds through RD fund for attending Training/ STTP/ Workshops/ Seminar. The faculty member will send an application with details of expences. The HoD will put the remark about the alignment of Training/ STTP/ Workshops/ Seminar todards the research goals set by the department.

OR

- The faculty members can as well apply for the funds through RD fund for fees / other expences for presenting a research paper. The faculty member should first author / research guide for PhD student who is presenting the paper. The faculty member will send an application with details of expences. The HoD will put the remark about the indexing information for the research publication.
- Upon receiving the application from faculty member with remarks form HoD, Director Research will put remark about the percentage of contribution from faculty / department in RD fund. Based on these remarks Vice Chancellor will decide the amount to be sanctioned.

VU_Research Mobilization Policy

POLICY OWNER

Office of Director Research

The policy is administered by Office of Vice Chancellor.

APPROVAL BODY

This policy is approved on this.....day ofmonth in Year.....
by the University Council.

RESPONSIBILITY FOR IMPLEMENTATION

Office of Director Research and Office of Director IQAC will be responsible for implementation of the Research and Development Fund.

Office of Vice Chancellor will be responsible for administering of the Research and Development Fund.