



MAHARSHI DAYANAND UNIVERSITY, ROHTAK
(A State University established under Haryana Act No. XXV of 1975)
'A+' Grade University Accredited by NAAC

CHAUDHRY RANBIR SINGH INSTITUTE OF SOCIAL & ECONOMIC CHANGE

No.: CRSI/2024/ 24

Dated: 2.02.2024

To,

All Deans/Director and HODs
M.D.U. University,
Rohtak

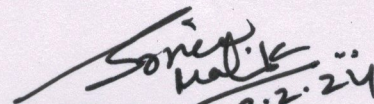
Sub.: Invite Research Proposals in CRSIS&EC for the current session 2023-24.

Respected Sir/Madam,

I am glad to inform you that Chaudhry Ranbir Singh Institute of Social and Economic Change intends to invite proposals for Research Projects in the thrust areas of the CRSIS&EC for Research in this session, 2023-24 from regular, serving and superannuated faculty of Maharshi Dayanand University. The last date for submission of the project proposal (2 sets of hard copy and softcopy) is February 26, 2024 (5:00 pm) in the office of CRSIS&EC. The project proposal should be forwarded by HOD/Director. The list of thrust areas for Research & Guidelines for Project-based Research Scheme' are added below and also available on the home page of Chaudhry Ranbir Singh Institute of Social and Economic Change.

Therefore, you are kindly requested to circulate the information among the regular, serving and superannuated faculty members in your respective department/Institute.

Thanking you.


Prof. Sonia Malik
Director
CRSIS&EC



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THRUST AREAS FOR RESEARCH

1. Inclusive Development
2. Circular Economy
3. Sustainable Agriculture
4. Sustainable Society
5. Rural Development
6. Financial Inclusion
7. Public Policy & Governance
8. Public Health Care
9. Indian Knowledge System
10. Social Entrepreneurship
11. Flagship Schemes for Sustainable Development

*Sonika
Malik
1.2.2024*

'Guidelines for Project-based Research Scheme'
in Ch. Ranbir Singh Institute of Social and Economic Change

1. INTRODUCTION

Ch. Ranbir Singh Institute of Social and Economic Change, a constituent establishment of the Maharshi Dayanand University on its campus at Rohtak, was instituted as an independent advanced research centre to carry out basic, grass-root level research on the socio-economic issues specific to the state of Haryana and those confronting the country as a whole. In the process of undertaking its defined research activities, the aim is to provide useful inputs for policy formulations and their execution. Besides, its scope also extends to promote research on the life, works, and philosophy of those leaders, social reformers and thinkers who have contributed to the development of society.

The researchers/scientists are expected to produce cutting edge research in various fields that have theoretical, conceptual, methodological and policy implications. The research projects may belong to social science disciplines or may be interdisciplinary and multidisciplinary in nature. However, the studies with significant implication which are broad in character but fall within the ambit of a single discipline would also be considered.

In the endeavour to promote research, research grant is facilitated as a direct financial support to research projects undertaken by the researchers/scientists. In that spirit, CRSIS&EC shall invite research proposals time to time as per **General Guidelines**, given below:

Duration of Research Project: Duration upto 18 months.

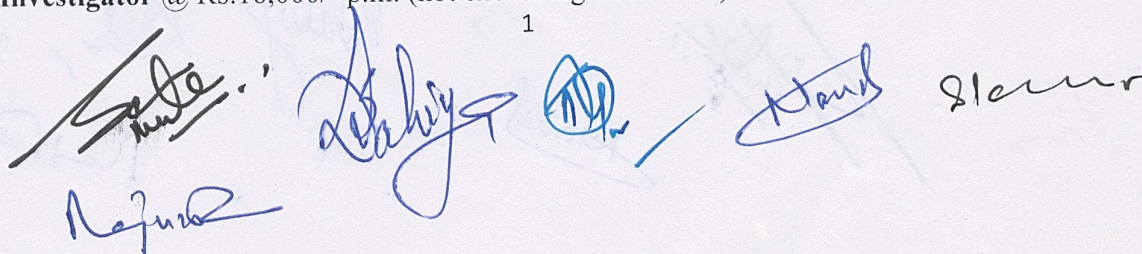
Budget:

- (i) For regular in-service faculty of MDU, Rohtak: maximum limit Rs. 3,00,000/-
- (ii) For superannuated faculty of MDU, Rohtak: maximum limit Rs. 3,50,000/- (including fixed honorarium of Rs. 50,000/- only)

Research Assistant @ Rs.20, 000/- p.m. (not exceeding 08 months)

(Qualification: Ph.D. or NET/equivalent exam qualified with Post Graduate in Social Science or relevant discipline with minimum 55% marks, but a 5% relaxation is allowed to SC/ST or persons with disabilities as per M. D. University, Rohtak rules)

Field Investigator @ Rs.16,000/- p.m. (not exceeding 10 months)



(**Qualification:** Post Graduate in any Social Science discipline with minimum 55% marks, but a 5% relaxation is allowed to SC/ST or persons with disabilities as per M. D. University, Rohtak rules).

2. WHO CAN APPLY?

- 2.1 The project is admissible to serving regular and superannuated faculty of Maharshi Dayanand University, Rohtak.
- 2.2 The Project Director/Principal Investigator should possess a Ph.D. degree and have an interest in high quality research which may be evident by past studies, publications and academic background. In case the project has Co- Director(s)/Co- Investigator(s), they should also have proven research record.
- 2.3 Superannuated teachers, adjunct to CRSIS&EC, MDU, Rohtak can also apply.
- 2.4 Individual scholars can apply a maximum of two projects at a time. However, in case both projects are selected, the applicant can choose only one project.
- 2.5 Scholars may be allowed to take up a research project along with any ongoing government/organisation funded research project. However, preference shall be given to those proposals whose Principal Investigators (PIs)' have no funding from any other agencies.

3. HOW TO APPLY?

- 3.1 Applications will be invited through an advertisement on CRSIS&EC portal of MDU website.
- 3.2 Complete application in MS Word file, and email to crsi@mdurohtak.ac.in will be submitted by Project Director/Principal Investigator
- 3.3 A hard copy of the same, along with all enclosures, must be sent to: Director, CRSIS&EC before the last date of such submission, duly signed and forwarded, through proper channel.
- 3.4 The applicants are required to submit an Abstract & a detailed Research Proposal in the given format (as per clause 10 of the guidelines) including the budget and a brief curriculum vitae of the Project Director/PI and Co- Director(s)/ Co-Investigator(s).
- 3.5 Research proposals and the final reports should be submitted in English or Hindi.
- 3.6 The research proposal should not be submitted or have been submitted to any other funding agency.

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4. PROCEDURE FOR AWARD

- 4.1 Applications would be initially scrutinized by the CRSIS&EC secretariat for their completeness.
- 4.2 All the short-listed Project Directors/Principal Investigators would then be invited for a Power Point Presentation at the CRSIS&EC before the Research Project Assessment Review and Committee (RPARC) comprising of Vice-Chancellor or Nominee of Vice-Chancellor; Dean Research and Development Cell, Dean Social Sciences, one subject expert (external) as per proposal; one each from relevant subject to be nominated by Vice-Chancellor; one external member of Governing Body of CRSIS&EC to be nominated by the Vice-Chancellor; and Director, CRSIS&EC. An honorarium of Rs. 3000/- (three thousand only) at par with university sitting fee shall be paid to external subject expert(s) and external member of Governing Body. The Research Project Assessment Review and Committee (RPARC) shall make the recommendation after the presentation whether the project be awarded or not awarded to the Project Director/Principal Investigator.

5. DURATION, BUDGET, REMUNERATION AND EMOLUMENTS OF PROJECT STAFF

- 5.1 Research Projects shall have 18 months duration from the date of commencement.
- 5.2 The scholar will frame the budget subject to the following tentative broad expenditure sub-heads:

Sr. No.	Heads of Expenditure	Expenditure (in Rs.)
1	Project Director/Principal Investigator and Co-Project Director/Co-Investigator: Honorarium	Honorary basis
2	Project Director/Principal Investigator: Honorarium for superannuated faculty only	50,000/- fixed
3	Project Staff: Research Assistant (not exceeding 08 months) or Field Investigator (not exceeding 10 months)	@Rs.20,000/-per month @Rs.16,000/-per
4	Travel/Logistics/Boarding, for Project Staff /Project Director/Principal Investigator/Co-Project Director/Co-Investigator etc.	Rs. 60,000/-
5	Contingency including publication of report	Rs. 60,000/-
6	Books	Rs. 20,000/-
	TOTAL	As applicable

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Ry hooz

5.3 Project staff could be engaged by the Project Director/Principal Investigator on a full time basis during the research work for the period specified at sr. no. 5.2 through an advertisement on University website, as news item through Director, Public Relations Officer, MDU and Notices to University Teaching Departments. The selection will be made through a selection committee consisting of (i) Director, CRSIS&EC; (ii) Project Director/Principal Investigator; (iii) and Dean of relevant faculty. The recommendation of the committee shall be approved by the Vice-Chancellor.

5.4 Re-appropriation: The Project Investigator may, with the permission of the Institute, re- appropriate expenditure from one sub-head to another, subject to a maximum of 10 % of the particular budget heads, from among Sr. No. 4 to 6 of Clause 5.

5.5 All books and non-consumable articles purchased out of the project fund, as per MDU rules, will be the property of CRSIS&EC. A stock register would be maintained for the same. The Project Director/Principal Investigator will submit/deposit all to Director, CRSIS&EC on completion of the study.

6. JOINING OF PROJECT

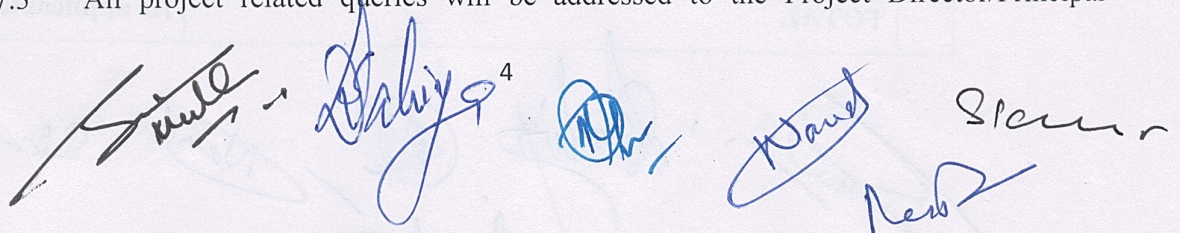
The Project Director has to join the project within one month of the issue of the award letter. This may, however, be extended up to a maximum period of 02 to 03 months in exceptional circumstances, with the prior approval of the Director, CRSIS&EC.

7. MONITORING OF RESEARCH PROJECT

7.1 The Project Director/Principal Investigator is required to submit progress report of the project and statement of expenditure after every six months of the commencement of project including pre-submission report before Research Project Assessment and Review and Committee (RPARC) and the committee will then make suitable recommendations whether the project should continue or discontinue or be submitted with or without modification.

7.2 The Director, CRSIS&EC, may at any time ask for the progress of the study and other relevant documents related to the Project.

7.3 All project related queries will be addressed to the Project Director/Principal

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Investigator for their timely reply.

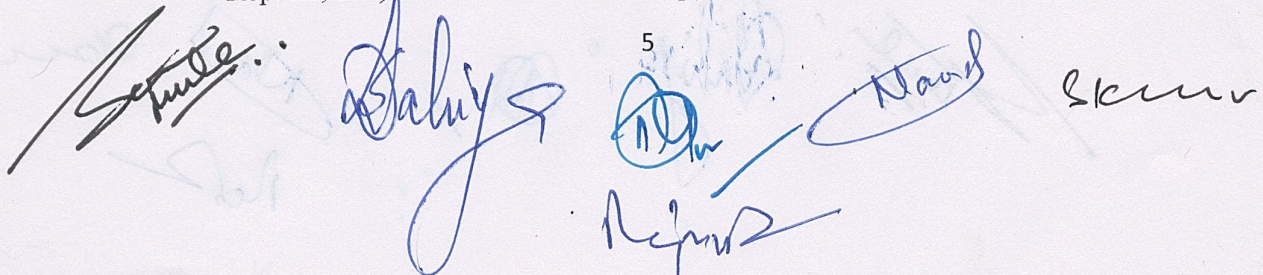
- 7.4 Research Project Assessment and Review Committee (RPARC) shall monitor the progress of the project. Wherever the meeting of Research Project Assessment and Review Committee (RPARC) is called, the sitting fee payable to the Outside Experts or External Members would be made as per MDU rules apart from TA and accommodation and hospitality that would be borne out of the budget head 'Contingency' of CRSIS&EC.

8. COMPLETION OF THE PROJECT

8.1 On completion of the study, the Project Director/Principal Investigator should submit the following:

- (i) For Project, a Final Report ^{SM.} (~~about 100 pages~~) along with a brief summary should be submitted in hard format (two copies of final report and five copies of summary) and soft copy of the same (in pen drive).
- (ii) During the course of the project, the Project Director/Principal Investigator is required to publish a minimum of one research paper in any reputed Scopus/UGC Care listed/Peer-Reviewed Research Journal on the theme of the research undertaken duly acknowledging the CRSIS&EC support for the research. The copies of published research papers (at least one) on the theme of research in Scopus/UGC Care listed/Peer-Reviewed Research Journal during the period of study or later whenever published shall be submitted.
- (iii) Unspent balance, if any (within one month of completion date of project)
- (iv) Utilisation certificate, duly audited.
- (v) The last instalment of 25 per cent of the project grant shall be released after the submission of final report and the utilisation certificate. For superannuated teachers, the honorarium shall be disbursed after the submission of final report and the utilisation certificate.

8.2 The Project Director/Principal Investigator should acknowledge support of CRSIS&EC that the project has been sponsored by the CRSIS&EC, in all publications resulting from the project output (Research Paper, Books, Articles, Reports, etc.) and should submit a copy of the same to Director, CRSIS&EC during

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its course and after completion.

8.3 All IPRs emanating from research shall be the property of the Institute.

9. CONDITIONS

9.1 The duration shall be a maximum of 18 months for Research Project. The Final Report may be submitted within three months after completion of the duration of Project. However, extension for submission of the final report may be granted only in exceptional circumstances without any additional financial burden on the CRSIS&EC.

9.2 The contingency grant may be utilized for stationery, computer typing related costs, cartographic work, specialized assistance such as data analysis, consultation for field trip etc. related to research work.

9.3 No request for additional grant in excess of the sanctioned budget will be considered.

9.4 The Project Director/Principal Investigator shall be personally responsible for timely completion of the Project. In the event of non-submission of project report on time, the University would take action as deemed appropriate.

9.5 The Project proposal/final report cannot be submitted for the award of any University degree/diploma or funding by any Institution by any member of the project staff, including the project director. With the prior approval of CRSIS&EC, any member of the project staff can utilize the project data while acknowledging the support of CRSIS&EC.

9.6 The Project Director/Principal Investigator shall report to the CRSIS&EC in case he/she makes some minor changes in the research design. No major changes can be made therein without the prior approval of the CRSIS&EC.

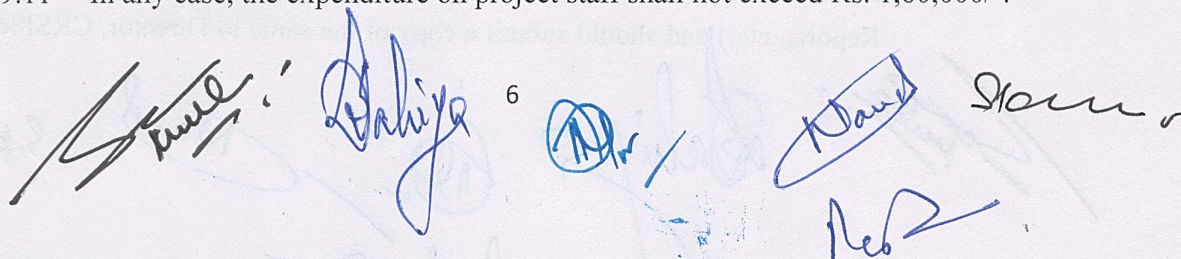
9.7 The CRSIS&EC reserve the right to reject any application without assigning any reason. Incomplete applications in any respect will not be considered.

9.8 The final authority related to the interpretation of the guidelines or any issue left is vested with the CRSIS&EC.

9.9 The CRSIS&EC reserve the right to demand raw data for the creation of data bank, or such parts of the study as deems fit.

9.10 Retrospective payment for work already done is not permissible.

9.11 In any case, the expenditure on project staff shall not exceed Rs. 1,60,000/-.

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10. RESEARCH PROPOSAL FORMAT

Other than the mandatory information accompanying each application, candidates should submit their research proposal in two parts:

- A) A concise summary of the research proposal (about 1000 words).
- B) A detailed research proposal (about 3000 words).

An indicative outline for the detailed research proposal is given below:

Sr. No.	Points/Heading	Summary
1.	Title	The research proposal should have a clear, meaningful and concise title reflecting the scope of the investigation.
2.	Introduction and/or Statement of the Problem	The research proposal should begin by clearly stating the research problem to be investigated in the light of its theoretical and/or empirical context in the relevant area.
3.	Aims and/or Objectives of the Study	The general aim of the study as well as its specific objectives should be clearly stated in the proposal.
4.	Conceptual Framework	Given the problem and the theoretical perspective for investigation of the problem, the proposal should clearly bring out the concepts to be used and demonstrate their relevance for the study. Besides, the dimension of empirical reality that needs to be explored for investigating the problem should also be specified.
5.	Research Questions or Hypotheses	Given the conceptual framework and the specification of dimension, the specific questions to be answered through the proposed research should be sharply formulated. In the case of an explanatory research design, specification of variables and positing of relationship among them through specific hypotheses must form a part of the research proposal.
6.	Review of Literature	The proposal should summarize the current status of research in the area and major findings, including the researcher's own work in the area. Existing empirical findings may also be discussed. The overview should clearly demonstrate the relevance as well as inadequacy of existing findings or approaches and provide a rationale for the proposed study.
7.	Scope and Methodology	The researcher must describe in detail (a) the scope

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		and coverage of her/his study; and (b) approach and methodology with adequate justification. Emphasis should be given to bringing out innovativeness in approaches proposed to be followed. The detailing of the methodology may include research design, data to be collected and empirical and analytical methods to be used. The description of the methodology must be clearly linked to the aims of the research and the research questions/hypotheses of the study.
8.	Relevance, Anticipated Outcomes and Proposed Outputs from the Research	The proposal should include a statement on the relevance of the study and the anticipated outcomes. It should bring out the significance of the research problem, the contribution which the proposed study is expected to make to theory and to methodology as well as its practical importance to society and policy making. It should also describe the proposed outputs from the study (Books, Research Papers, Occasional Papers with themes etc.)
9.	Tentative Chapter Scheme	Details of chapters should be clearly spelt out in the research proposal.
10.	Time Frame	The research proposal should include a phased time frame for different components of the study.
11.	Estimated Budget	The budget for the study should be formulated within the guidelines and parameters given at 5.2. It should be clearly linked to other elements of the proposal and must include a detailed justification of each item that is proposed.
12.	Bibliography	Bibliography should be prepared in Chicago Manual Style.
13.	Plagiarism	All publications and reports relates to Research Project shall be subject to plagiarism as per UGC Norms.

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ACCEPTANCE CERTIFICATE FOR RESEARCH PROJECT

Name of Project Director/Principal Investigator:

Designation:

Indicate whether permanent /Retired

Sanctioned Letter No. 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 Project Director/Principal Investigator.
3. At present, I have no research project approved by CRSIS&EC and the accounts for the previous project, if any, have been settled and details thereof are given below.

No. F. Dated.....

Title of the Project:

4. The Project Director/Principal Investigator is a retired teacher (PPO) and eligible to receive honorarium as he / she is neither getting any honorarium from CRSIS&EC nor is he / she gainfully employed anywhere. (Yes / No / Not Applicable)*.
5. The date of acceptance of the project isand I shall complete the project within the stipulated period, general physical facilities, such as furniture/space etc. are available in the Department/College.

Signature of Project Director/
Principal Investigator
with date:

Signature of HOD/Director
Name of Department/Institute:

.....
with date & Seal

*strike off the option(s) whichever is/are not applicable in your case.

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Signature 1: *[Signature]*

Signature 2: *[Signature]*

Signature 3: *[Signature]*

Signature 4: *[Signature]*

Signature 5: *[Signature]*

**STATEMENT OF EXPENDITURE/UTILIZATION CERTIFICATE
IN RESPECT OF RESEARCH PROJECT**

1. Name of Project Director/Principal Investigator (PI)
2. Deptt. of Project Director/Principal Investigator (PI).....
3. CRSIS&EC's approval Letter No. and Date.....
4. Title of the Research Project.....
.....
5. Effective date of starting the project.....
 - a. Period of Expenditure: From.....to.....
 - b. Details of Expenditure

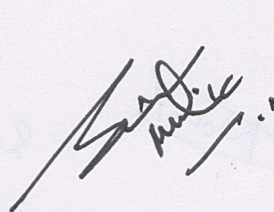
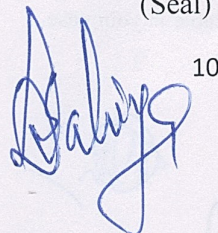
S. No.	Item	Amount Approved (Rs.)	Expenditure Incurred (Rs.)
1	Project Director/Principal Investigator and Co-Project Director/Co-Investigator: Honorarium		
2	Project Director/Principal Investigator: Honorarium for superannuated faculty only		
3	Project Staff: Research Assistant (not exceeding 08 months) or Field Investigator (not exceeding 10 months)		
4	Travel/Logistics/Boarding, for Project Staff /Project Director/Principal Investigator/Co-Project Director/Co-Investigator etc. Travel/Logistics/Boarding, etc.		
5	Contingency including publication of report		
6	Books		
TOTAL			

6. 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.
7. It is certified that the grant of Rs. _____ (Rupees _____ only) received from the Ch. Ranbir Singh Institute of Social and Economic Change for Minor/Major Research Project entitled _____ vide letter No. _____ Dated _____.
8. 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 CRSIS&EC, MDU, Rohtak.

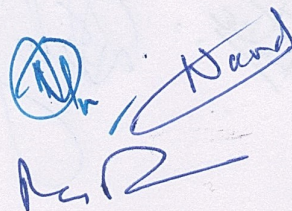
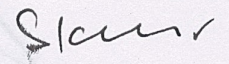
Project Director/
Principal Investigator
Date:

HOD/Director
Department/Institute
(Seal)

Seen & Verified
(Audit Branch, MDU)

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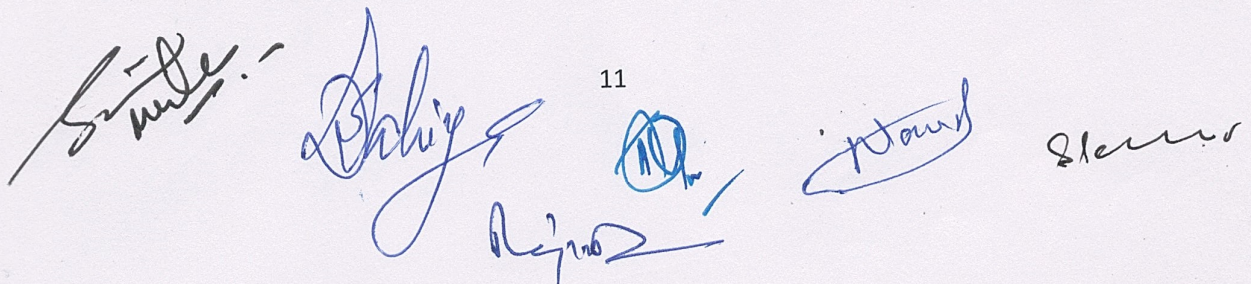
PROFORMA FOR SUBMISSION OF INFORMATION
(at the time of sending the final report of the work done on the research project)

1. Title of the project
2. Name and address of the Project Director/ Principal Investigator
.....
3. Name and address of the department / institution
.....
4. CRSIS&EC 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. 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)
16. Originality Index.....

Enclosed: Two copies with summary

Project Director/
Principal Investigator
Date:

HOD/Director
Department/Institute
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