Policy for SEED Money

Sai Tirupati University

Ambua Road, Village Umarda, Girwa, Udaipur - 313015 (Raj.)

www.saitirupatiuniversity.ac.in| info@saitirupatiuniversity.ac.in

0		Issued for Implementation
Rev.	Date	Description
SAI TIRUPATI UNIVERSITY UDAIPUR		Policy for SEED Money

Policy for SEED Money

Introduction

Sai Tirupati University, Umarda, Udaipur, is committed to promoting a research-driven academic environment by providing financial support to faculty members to initiate innovative research projects. The Seed Money Policy is designed to help faculty members conduct preliminary research with the potential to attract external funding from national and international research agencies.

Objectives

- To encourage faculty to engage in innovative and impactful research.
- To provide financial assistance for the initiation of research that could later be expanded through external funding.
- To strengthen the university's research ecosystem and enhance its academic and industry reputation.
- To foster interdisciplinary research, promote product development, and encourage innovation.

Eligibility Criteria

- Full-time faculty members of Sai Tirupati University are eligible to apply.
- Faculty members must not have received seed funding for a similar project in the last three years.
- Collaborative research projects, particularly those involving multiple disciplines, are encouraged.
- Preference will be given to faculty with a strong research track record and those planning to seek external funding within two years of receiving seed money.

Application Procedure

- Faculty members must submit a Seed Money Research Proposal in the prescribed format. The proposal should include:
  - Research objectives
  - Literature review and identified gaps
  - Methodology
  - Expected outcomes
  - Budget estimate and expenditure plan
  - Future funding plans
- Proposals should be submitted to the Research Advisory Committee (RAC) for review.
- The RAC will evaluate proposals based on relevance, feasibility, and impact potential.
- Final approval will be granted by the President, following the RAC's recommendation.

Funding Limit and Duration

- The maximum seed money grant per project is INR 2 Lakhs.
- The grant is provided for 12 months, with the possibility of a 6-month extension in exceptional cases.
- Additional funding may be granted based on merit and available resources.
- Faculty members must submit quarterly progress reports on the research project.

Utilization of Funds

Seed money may be utilized for the following purposes:
- Purchase of research materials, minor equipment, and consumables.
- Software and data acquisition necessary for the research.
- Field visits, data collection, and analysis.
- Publication charges for research articles in peer-reviewed journals.
- Limited travel support for research-related activities (excluding conferences and workshops).
- Funds cannot be used for the purchase of tangible assets like PCs, laptops, printers, or furniture.

Monitoring and Evaluation

- The Principal Investigator (PI) must submit quarterly progress reports to the RAC.
- A mid-term review will be conducted by the RAC to assess the progress of the research.
- If the project is not progressing as expected, funding may be withheld or discontinued.
- Upon completion, a final report, including research findings, must be submitted to the RAC.
- Faculty members are encouraged to publish research results in high-impact journals, acknowledging the support of Sai Tirupati University.

Intellectual Property and Outcomes

- Any intellectual property (IP) generated through seed funding will be governed by the university's Intellectual Property Rights (IPR) Policy.
- Faculty are encouraged to file patents, both nationally and internationally, where applicable.
- Research outcomes should be directed towards publication or external funding applications.

Compliance and Ethics

- All research must adhere to ethical guidelines and institutional norms.
- Violations of research ethics or mismanagement of funds may result in disqualification from the program and/or the refund of funds received.

Review and Amendments

- This policy will be reviewed periodically by the Research Advisory Committee.
- Amendments to this policy will be made based on feedback, emerging research trends, and institutional priorities.

Approved by:

President
Sai Tirupati University