Seed Grant Policy

1. Preamble:

1.1 The purpose of the seed grant policy is to set out the guidelines and procedures governing seed grant taken by the faculty members of DA-IICT. Faculty members are encouraged to start their research/minor research for concept proving by offering them a seed grant. The goal of the seed grant is to provide support for your dream research projects/minor research as proof of concept which are expected to be generate research grants in future from the relevant industry or different funding agencies or publications in reputed journals. The seed grant may also make the faculty members more competitive in getting started on writing research grant proposals, establishing contacts with external organizations (Industry, Service Sector, Government Departments and other agencies) and seeking external funding or support.

1.2 DA-IICT would ordinarily fund a faculty member up to Rs. 3,00,000/- for the research project typically operable over a 2-year period. However, institute would fund a faculty member yearly up to Rs. 2,00,000/- for a minor research project.

1.2.1 The seed grant for research project is routed by the institute to the faculty member through Dean (R&D). The office of Dean (R&D) will handle all the finances, auditing, and all purchases made using seed grants.

1.2.2 The request for mini research project by each faculty is routed though RC and ICT Convenor to the Director for approval. The office of ICT Coordinator and Librarian of Resource Centre of the institute would handle all the finances, auditing, and all purchases made using seed grants.

2. Seed Grant Research/ Mini Research Proposal:

2.1 A faculty member is required to submit the seed grant for research proposal to Dean (R&D);

A faculty member is required to submit the request for seed grant for mini research project to

- The ICT Convenor for procurement of computing resources/software tools/ related accessories, etc.;
- The Librarian of the Resource Centre of the institute for academic resources viz. Books, Data resources, Journals etc.

ICT Convenor would consolidate the computing resources and forward to the Director for the approval.

2.2   The seed grant is not expected to cover the costs for the full research plan, but only help a faculty member to start it. The overall research goal, approach (es), the type of facilities/equipment/consumables that are required, the expected outcome and possible uses/applications, and the agencies that can be approached to fund the projects in future.

2.3   For a travel budget in your seed grant, a faculty member should consider the Cumulative Professional Development Allowance (CPDA) that he/she is eligible for from the institute (Rs. 3,00,000/- for a 3-year block period) for this purpose.

2.4   The faculty member can't hire any staff from the seed grant but may take the help of the students.

2.5   The seed grant proposal will be evaluated by the Research Promotion Committee (RPC) which may and opt for one external expert related to the research area of the seed grant proposal. The faculty member would be requested to make a presentation of the seed grant proposal to the RPC.

2.6   RPC will also evaluate the progress of the work at regular intervals.

2.7   The seed grant for mini research proposal is not expected to cover the costs for the full research plan, but only help a faculty member for concept proofing;

3.   Format for Seed Grant for Research Proposal:

A seed grant research proposal must conform to the following broad format requirements:

- Name of the Investigator
- Title of the Seed Grant Research Proposal
- Background of the Research

  - Brief review of work already done / Literature survey
  - Rationale for taking up the research
- Research Objective
  - Preliminary investigations done (if any)
  - Innovative component of the research
- Research Methodology
- Significance
  - Generation of new knowledge
  - Development of new procedures
  - Contribution to the research field
  - Future research stemming from outcomes of the study
  - Utilization of results

- Applications
- Publications in reputed journals, etc.
- Work Plan
  - Phase-wise plan of action detailing time schedule
  - Milestones may clearly be indicated
  - PERT chart may be attached
- Budget Estimate (year-wise)
  - Capital Equipment(s)
  - Academic Resources
  - Consumables

- Output and Deliverables
- Anticipated Journal Publications
- Suggested Post-project Activities
- Suggested Potential External Agencies (for funding further research)
- Signature (with date) of the Investigator