



**Guru Gobind Singh Indraprastha University**  
'A State University established by the Govt. of NCT of Delhi'  
**Sector – 16C Dwarka, New Delhi – 110078**  
**(Coordination Branch)**

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F.No.: GGSIPU/Coord./79<sup>th</sup> BOM/2023/ 598

Dated: 16<sup>th</sup> May 2023

**NOTIFICATION**

The Board of Management of Guru Gobind Singh Indraprastha University in its 79<sup>th</sup> meeting held on 28.04.2023 vide Agenda Item No. BM 79.08 approved the **Guidelines for 'Scheme for Translational and Interdisciplinary Research (STEER)'**.

A Copy of the Guidelines for 'Scheme for Translational and Interdisciplinary Research (STEER)' is enclosed with this notification.

  
(Sunita Shiva)  
Registrar

F.No.: GGSIPU/Coord./79<sup>th</sup> BOM/2023/ 598

Dated: 16<sup>th</sup> May 2023

To,

1. Dean- USBAS/ USBT/ USCT/ USEM/ USICT/ USHSS/ USMC/ USLLS/ USM&PMHS/ USMS/ USAP/ USE/ USAR/ USDI, GGSIP University
2. Director- Academic Affairs/ Coordination/ Students' Welfare/ CEDM/ Development/ International Affairs/ CEPS/ Research and Development/ Legal Aid / Research Project Monitoring & Innovation/ IUIIC/ CCGPC/ In-Charge (East Campus), GGSIP University.
3. Project In-charge – SLA/ SFM/ SFIS
4. Chairperson – CHVE/ SDC/ IIQAC & NAAC, GGSIP University
5. Librarian, GGSIP University
6. In-charge UIRC, GGSIP University
7. Programme Coordinator- NCC/NSS Cell, GGSIP University
8. Proctor, GGSIP University
9. Controller of Finance, GGSIP University
10. Controller of Examination (I & II), GGSIP University
11. Chief Warden, GGSIP University
12. CVO, GGSIP University
13. All JRs/ DRs/ Branch In-charge(s), GGSIP University
14. Advisor UWD, GGSIPU
15. In-Charge, UITS, GGSIP University with a request to upload the notification in the University website.

**Copy for information of the Competent Authority:**

1. AR to the Vice Chancellor's Secretariat for kind information of Hon'ble Vice Chancellor, GGSIP University.
2. AR to the Registrar's office for kind information of Registrar, GGSIP University.

  
(Shikha Agarwal)  
Dy. Registrar (Coordination)

## Guidelines for 'Scheme for Translational and Interdisciplinary Research' (STEER)

### 1.0 SCHEME OBJECTIVE

The scheme has been formulated to encourage and support translational and interdisciplinary research in the Guru Gobind Singh Indraprastha University (GGSIPU) with the aim of focussing on product/process/technology development/policy development/community work/ extension work that has relevance for industry and benefit for the society. It will also help in building intra-University network(s), as well as multi-sectorial collaborations between the University and other academic institutions/industry/non-government organizations.

### 2.0 ELIGIBILITY

- a) The University will provide financial assistance under STEER to permanent/regular faculty working in the University Schools of Study (USS) and Centre(s) of Excellence.
- b) The research proposal can be submitted by a joint research team of 2 or more faculty members having expertise in different disciplines and working in different USS/Centres in the University.
- c) The research proposal can also be submitted by a joint research team of 2 or more members, wherein one member is a faculty belonging to a University School(s) of Study/ Centre(s) of Excellence in the University Campus and the other member belongs to a reputed national/ international Govt/ Private academic/ R&D institutions/ University/ Industry.
- d) Project should be interdisciplinary/ multidisciplinary in nature with a focus on translational research/community/ extension work.
- e) The expected/projected outcome of the research project should be product/ process/ technology /policy / technology deployment for societal benefit.
- f) Preliminary data relevant to the project proposed is desirable.

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### 3.0 APPLICATION, SELECTION AND MONITORING PROCESS

- a) Call for applications will be notified by the office of Director, Research and Development Cell. Eligible faculty (PI, Principal Investigator) shall submit the proposal in the prescribed format (annexure 1) to the office of Dean of the concerned USS/Director of the concerned Centre, who shall forward all the proposals received to the office of Director, Research and Development Cell.
- b) The process of evaluation and selection of the research proposals for funding shall be competitive in nature, and based on the presentation made by the PI in front of an Expert Committee constituted by the Vice Chancellor. The Expert Committee shall comprise the Vice Chancellor or his nominee as Chairperson and two subject experts from outside the University who will be nominated by the Vice Chancellor. The Director, Research and Development Cell shall be the convenor of the committee, and shall be responsible only for organization of the meetings of the expert committee and for conveying the decision/recommendations of the committee to the concerned faculty.
- c) The Expert Committee shall evaluate and recommend the proposals for funding by the University, decide the total funds to be sanctioned in each project as well as funds to be sanctioned per year under different heads.
- d) The Committee shall also periodically review the progress of the work being carried out, and to suggest suitable measures to ensure realization of the objectives of the project. For this purpose, the office of Research and Development Cell shall organize annual review meetings of the Expert Committee with all the PI and Co-PI of the project.

### 4.0 RESEARCH GRANT AND DURATION

- a) The maximum duration of the research grant shall be three years, subject to the annual review and recommendation by the Expert Committee constituted.
- b) A research grant of up to a maximum of Rs. 5 (five) Lakhs/year would be provided by the University for implementation of the selected research proposals submitted by a joint research team of 2 or more faculty members having expertise in different disciplines and working in different USS/Centres in the University.
- c) If the research team comprises of only one faculty belonging to a University Schools of Study/ Centre(s) of Excellence in the University Campus, and the other member belongs to a reputed national/ international Govt./ Private academic/ R&D institutions/University/ Industry, then the research funding by the University will be up to a maximum of Rs. 3 (three) Lakhs/year.

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- d) The exact quantum of grant and instalments for each year will be decided by the Experts Committee based on its evaluation of the research proposal.
- e) An additional grant of upto Rs. 2 Lakhs shall be provided by the University for collaboration (preferably with MoU) with other reputed national/ international Govt./ Private academic/ R&D institutions/ Industry. However, the objectives of each of the PI / institutions/ industry involved in the project should be well-defined in the proposal.

#### 5.0 NATURE OF ASSISTANCE

- a) The financial support shall cover the following depending on the requirements of the project proposal and as recommended by the Experts committee:
  - i. Manpower – Project Fellow/Undergraduate Student/ Postgraduate student (not availing any other fellowship);
  - ii. Consumables;
  - iii. Contingency (not exceeding 5% of the proposed budget) and
  - iv. Special needs (recurring/non-recurring) with breakup for each sub-head and justification.
- b) The expenditure made each year under the above mentioned different heads shall be flexible. However, the PI should be able to provide proper justification of the expenditure to the Experts Committee in each review meeting as required.

#### 6.0 GENERAL

- a) Faculty/PI whose proposals are recommended for funding under this scheme shall not be eligible for funding under the FRGS scheme for the duration of the project under this Scheme. However, all the work reports and financial documents pertaining to any earlier grant given by the University should be submitted before the implementation of the project under this scheme.
- b) The PI shall also not be eligible for receiving the development grant of the University.
- c) In case of collaborations with any academic and R&D institutions, Govt. bodies or Govt. or private institutions or Industry, preferably a formal agreement or a letter from the collaborating individuals through institutions should support the proposal.

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- d) Each member of the research team submitting the proposal should have a proven interest in the area of collaborative research as evidenced by publications and acknowledged expertise.
- e) Funding from the collaborating academic and R&D institutions, Govt. bodies or Govt. or Private institutions or Industry for the proposed collaboration will be appreciated.
- f) The PI of the selected project shall have to provide evidence for submission of research project for extra-mural funding after 2 years, based on the results of the project supported under STEER.
- g) The PI should capture opportunity to secure an IP (patent, copy right, etc.) if applicable.
- h) The PI should publish the research findings of the project in reputed journals (WoS, SCOPUS, UGC-CARE etc.) from each STEER grant received. However, if the results of research are to be IP protected, the results should not be published without action being taken to secure IP protection for the research results.
- i) It is mandatory to acknowledge the financial support provided by the University under this Scheme in the acknowledgement section of publications/ patents/ technology transfer documents.
- j) While submitting the project, the budget should be justified and elaborated under each head.
- k) The purchasing power/ sanctioning authority of the PI shall be equivalent to the level of Dean currently Rs.1 Lakh or as revised from time to time.
- l) The PI will follow all the codal formalities & purchase procedures as specified in the applicable GFR or as notified by the University from time to time. The Accounts branch will ensure that all the purchases/ expenditure are in accordance with the GFR or other codal formalities.
- m) Advance can be drawn/ sanctioned only in case of emergent purchase for specific item under specific/concerned head; the concerned faculty should apply in prescribed form.
- n) The PI will maintain an Expenditure Control Register and keep a record of all receipts and payments.

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- o) The PI shall maintain stock registers for consumable and non-consumable articles purchased from the project funds.
- p) The PI will issue/convey expenditure sanction order, as the case may be, along with duly verified necessary document/ bills to Account Branch under the specific head as approved in the Grant along with Expenditure Control Register.
- q) All the bills in respect of the research project shall be verified by the PI and sent directly to the Finance and Accounts Branch for payment, along with the sanction orders conveyed or accorded as the case may be, research project budget control register and signed copy of GFR rules, as applicable. It shall be the responsibility of the PI to ensure that the bills are complete in all respects and that they are in order. If the Finance and Accounts Branch has any procedural objections to a bill, it should be returned to the PI for clarification, otherwise the payment shall be released.
- r) The PI will have to submit a detailed work report and utilization certificate at the end of each year. The work report shall be placed in the expert review committee meetings, wherein the PI shall also have to make a presentation regarding the work done.
- s) No further grant will be given till utilization of the previous grant is submitted by the faculty.
- t) The Grant is not transferable. If the principal investigator/faculty is likely to leave/ superannuate from the university then he/she should settle the accounts of grants before final relieving from the University. Ideally, the faculty may not plan to submit a project under the STEER three years prior to superannuation.

7.0 This scheme shall be reviewed as needed or every three years considering the rapidly and continuously evolving research ecosystem in the country.

8.0 Notwithstanding anything contained in these guidelines, for any unforeseen issues arising not covered under these guidelines, or in the event of differences of interpretation, the Vice Chancellor is authorized to take a decision in consultation with the Director, Research and Development Cell. The decision of the Vice-Chancellor shall be final and binding for all concerned.

*N. Srinivasan*  
28/10/22

*G. Kumar*

*[Signature]*

*[Signature]*

# APPLICATION FORM FOR STEER

## Part – A (Investigator Profile)

1. Broad Area of Research Proposal:

2. Principal Investigator (PI):

i) Name:

ii) Sex: M/F

iii) Date of Birth:

iv) Qualification:

v) Designation:

vi) Name of USS/Centre:

vii) Date of Superannuation:

3. Co – Investigator(s)/Co-Principal Investigator(s):

i) Name:

ii) Sex: M/F

iii) Date of Birth:

iv) Qualification:

v) Designation:

vi) Name of USS/Centre:

vii) Date of Superannuation:

4. Teaching and Research Experience of Principal Investigator:

a) Teaching

b) Research

c) IPR (Patents/Copyright)

d) Year of Award of Doctoral Degree

e) Area of Expertise

5. Publications of the Principal Investigator (during the last 05 years):

a) Research Papers

b) Books/Book Chapter

c) IPR (Patents/copyrights)

6. a) Whether the Principal Investigator has received extra-mural research funding support from any agency in the last five years?

b) If yes, details of the project/scheme completed or ongoing with the PI

Name of the Agency	Year		Grant Sanctioned	Title of the Research Project
	Started	Completed		

7. Teaching and Research Experience of Co-Principal Investigator/Co-Investigator:

a) Teaching

b) Research

c) IPR (Patents/copyrights)

d) Year of Award of Doctoral Degree

e) Area of expertise

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8. Publications of the Co-Principal Investigator/Co-Investigator (during the last 05 years):

a) Research Papers                      b) Books/Book Chapter                      c) IPR (Patents/copyrights)

9. a) Whether the Co-Principal Investigator/Co-Investigator has received extra-mural research funding support from any agency in the last five years?

b) If yes, details of the project/scheme completed or ongoing with the Co-PI/Co-I

Name of the Agency	Year		Amount of Grant Sanctioned	Title of the Research Project	Whether PI/Co-PI/Co-I
	Started	Completed			

10. Any other information which the Principal Investigator may like to give in support of this project proposal which may be helpful in evaluation.

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**PART – B (Proposed Research Work)**

**1. Project Details**

- 1) Broad Area of Research:
- 2) Project Title:
- 3) Introduction:
  - a. Origin of the research problem
  - b. Inter-disciplinary relevance
  - c. Societal Relevance
  - d. Review of Research and Development in the Subject
    - i. International status
    - ii. National Status
  - e. IPR Status Review
  - f. Significance of the study
- 4) Objectives:
- 5) Methodology:
- 6) Year wise Plan of work (please provide details) and targets to be achieved:

Plan of work & targets to be achieved	Year I	Year II	Year III

- 7) Details of Collaboration with Academic Institutions/ Government/ Industry/NGOs, if any intended (Please attach documentary evidence, if applicable):
- 8) Specific targeted outputs (patents, processes, products, policy systems, technology development/deployment):
- 9) Summary of roles/responsibilities for all Investigators involved in the proposed project:

S. No.	Name of the Investigator	Roles/responsibilities	Budgetary Support from collaborating institution/ industry (in case available)

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- 10) Any clearance (Biosafety/Ethics/ any other) required? If yes, is it taken by the PI/Co-PI from the relevant body?

**2. Financial Assistance required:**

Budget Head	Year-1	Year-2	Year-3	Total (Amount in Rupees)
Manpower				
Consumables				
Contingency				
Special Needs (Recurring/Non-Recurring)				
Grand Total (in Rs.)				

**Justification of the budget under each head as mentioned above, to be provided.**

3. Any other information which the investigator may like to give in support of project proposal which may be helpful in evaluating:

4. Name and contact information of five experts who may be interested in the topic of research project/outcome of the project:

I/We certify that:

5. I/we shall abide by the rules governing the scheme in case financial support is provided to me/ us from the University for the above project.
6. I/we shall complete the project within the stipulated period. If I/we fail to do so and if University is not satisfied with the progress of the research project, the University may terminate the project.
7. The above research project has not been submitted for funding/ is not funded by any other agency.

(a) Principal Investigator  
(Signature with Seal)

(b) Co- Investigator  
(Signature with Seal)

(c) Dean of USS / Director  
(Signature with Seal)

(d) Dean/Director/HOD/Competent Authority  
(In case of collaboration outside the University)

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