

SACRED HEART ADVANCED RESEARCH ENDEAVOUR (SHARE)

Sacred Heart College (Autonomous), Thevara, Kochi-682013

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**PROFORMA FOR THE SUBMISSION OF MAJOR/MINOR PROJECTS UNDER
FACULTY RESEARCH SCHEME (2025-2026)**

(To be submitted in the prescribed format (2 copies))

PART I. GENERAL INFORMATION

- 1.** Name of the Principal Investigator (PI):
- 2.** Designation and Address of the PI:
- 3.** Date of entry in service and experience (years) at SH College:
- 4.** Project Title:
- 5.** The nature of the project (major/minor):
- 6.** Specific Area:
- 7.** Duration:
- 8.** Total Cost of the Project (Rupees):
- 9.** Is the Project Single Institutional or Multiple Institutional?:
- 10. a.** Name of the Co-PI:
b. Affiliation and Address:

11. PART II. TECHNICAL DETAILS OF THE PROJECT

- 11.1.** Title of the project:
- 11.2** Executive summary of the project (max 500 words)
- 11.3.** Specific Objectives (Well defined, 3-4 objectives)
- 11.4.** Current Status of research and development in the work (both international and national)
(max one page)
- 11.5.** Novelty of the work (max 500 words)
- 11.6.** The expected Outcome of the proposed study (max 500 words)
- 11.7** Work Plan (Detailed methodology/experimental design to accomplish the stated aim)
- 11.8** The socio-economic relevance of the proposed project (max 500 words)
- 11.9** Connectivity of the participating institutions and investigator if any:
- 11.10** Time Schedule of Activities (in Gantt chart)

12. PART III. BUDGET PARTICULARS (Please give justification for each head Separately. Submit the quotation of the instrument along with the application)

| Item | I st year | 2 nd year | Total (in Rs.) |
|---|----------------------|----------------------|----------------|
| A. Recurring head | | | |
| Project Fellow/ Project Assistant/Tech nical Assistant | | | |
| Chemicals and glasswares | | | |
| Sample analysis/consul tancy services/Hiring services | | | |
| Travel Grant | | | |
| Purchasing Books/Journal articles | | | |
| Contingency | | | |
| Others | | | |
| Total Recurring Grant | | | |
| B. Non recurring Head | | | |

| | | | |
|----------------------|--|--|--|
| Instrument | | | |
| Grand Total (A+B) | | | |

13. PART IV. PROFORMA FOR BIOGRAPHICAL SKETCH OF INVESTIGATORS

a) Education details of PI and Co-PI (Post Graduation onwards & Professional career)

| Examination | Name of the Board/University | Year of Passing | Division | Subject |
|-------------|------------------------------|-----------------|----------|---------|
| | | | | |
| | | | | |

b) Position and Employment details of PI and Co-PI (Starting with the most Recent Employment)

| Degree/Position | Title/Employer | Date of award/joining | University |
|-----------------|----------------|-----------------------|------------|
| | | | |
| | | | |

c) List of best five scopus/web of science paper publications and patents of PI and Co-PI.

d) List of completed or ongoing major/minor projects by the PI and Co-PI.

14. PART V. Suggest 3 potential reviewers in the proposed area of research (Give their official address with mobile number and Email ID)

15. PART VI DECLARATION /CERTIFICATION

a) This is to certify that, the PI/Co-PI in the Project entitled will assume full responsibility for implementing the project.

b) The PI must have a minimum of one year of service at SH and at least one peer-reviewed

publication to be eligible to apply for the project.

- c) The research work proposed in the scheme/project does not in any way duplicate the work already done or being carried out elsewhere on the subject.
- d) The same project proposal has not been submitted to any other agency for financial support.
- e) The Investigator will be governed by the rules and regulations of the College and will be under administrative control of the College for the duration of the project.
- f) The principal investigator has no major project/fellowship at the time of application of this project.
- g) The PI has no pending statement of expenditure or utilization certificate with respect to any project/proposal of Sacred Heart College, Thevara.
- h) The PI has not availed SHARE major/minor project for the last 3 years.
- i) The grant-in-aid by the SHARE will be used to meet the expenditure on the project and for the period for which the project has been sanctioned as indicated in the sanction letter/ order.
- j) No administrative or other liability will be attached to the Sacred Heart College at the end of the project.
- k) The College will take into its books all assets received under this sanction and its disposal would be at the discretion of SHARE.
- l) It is hereby agreed that all research outcomes and intellectual property rights arising from inventions developed through this project shall be managed in accordance with the guidelines of the IPR Cell under IQAC and shall be subject to prior approval from SHARE. In any patent application resulting from the project, Sacred Heart College shall be named as the applicant, while the Principal Investigator (PI) and Co-Principal Investigator (Co-PI) shall be identified as the inventors.
- m) The Institute/University agrees that the equipment, other basic facilities and such other administrative facilities as per terms and conditions of the grant will be extended to investigator(s) during the project period.
- n) The major project will carry an award of Rs 250000/- for science, 125000 for Arts, Humanities and commerce and the minor project will carry an award of Rs 100000/-
- o) The maximum duration of a major project shall be 24 months, while that of a minor project

shall be 12 months. The outcomes of both major and minor projects must mandatorily include at least one publication in a Scopus- or Web of Science–indexed journal. The Principal Investigator (PI) must acknowledge Sacred Heart College and the respective funding scheme in the manuscript, and the grant number must be clearly mentioned.

p) For major projects, the sanctioned fund shall be released in three installments: 40% as the initial installment, 40% upon completion of the first year subject to the submission of a satisfactory progress report along with the Statement of Expenditure (SE) and Utilization Certificate (UC), and the remaining 20% after the submission of the final project report with the corresponding SE and UC. For minor projects, the fund shall be released in two installments: 70% as the initial installment and the remaining 30% upon submission of the final project report along with the SE and UC.

q) In case of the failure to complete the project within the stipulated period or failed to publish the research outcome in a scopus/web of science the investigator (s) is/are bound to pay back the entire amount of the project to the institution with 12% interest.

Name & Signature of Principal Investigator:

Date:

Name & Signature of Co-Investigator:

Date:

Name & Signature of Principal with seal Date