




8.15. Grant of Seed Money

To foster a culture of innovation and scholarly pursuit, the University shall provide seed funding to faculty members as per the Standard Operating Procedure (SOP) attached. This initiative aims to support preliminary research, pilot studies, or early-stage project development.



**GANDHI INSTITUTE OF ENGINEERING AND
TECHNOLOGY UNIVERSITY, ODISHA, GUNUPUR
(GIET UNIVERSITY)**
(Established Vide Odisha Act 23 of 2018, Included by UGC, New Delhi,
and Approved by AICTE, ICAR, INC, DSIR, New Delhi)
Gunupur - 765022, Dist.- Rayagada, Odisha, India
www.giet.edu

STANDARD OPERATING PROCEDURE FOR GRANT OF SEED MONEY

GIET University aims to improve people's lives through a supportive and intellectually stimulating academic environment. The University is dedicated to promote research and encourages its faculty members to pursue knowledge and innovation. The promotion Research and Seed Money Policy provides a framework that inspires and motivates researchers to conduct research with freedom, objectivity, integrity, social relevance and national importance. The policy supports all faculty members for seed money grant for the procurement of equipment, software, consumables etc. It helps faculty members to accelerate the possibility to receive the financial support from external funding agencies in future.

Eligibility:

Faculty members applying for seed money to pursue research, are required to meet the following criteria:

- i. The faculty member should be a regular employee of the University.
- ii. The faculty member should have a minimum of three years until superannuation.
- iii. The project should be original, innovative and align with the University's research priorities.


Note:

At the time of application, the faculty member who applies for seed money should state that he/she will complete the research project within a stipulated time frame as per proposal. If the awardee leaves GIET University without completing the project as per the objectives in the proposal and up to the satisfaction of the nominated Committee, he/she will have to refund the entire amount to GIET University and deposit all assets purchased from the seed money given as funds or in-kind by the University. Research Project that is already supported by other sources will not be considered for funding. The University supports interdisciplinary research which will be promoted on priority basis for availing seed money.

Process for Grant of Seed Money:

Faculty members who wish to apply for seed money grant from the University must follow the process below:

- i. The faculty member shall submit a Seed Grant Research Proposal to the Dean, Research Office, duly recommended by the concerned Head of the department and Dean of the Faculty, GIET University.



M. N. Das
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- ii. The faculty member will present their research proposal to Research Advisory Committee (RAC), and the Dean Research is the Member Secretary.
- iii. Faculty members in the domain of the research proposal shall be invited to the presentation.
- iv. If the research proposal is accepted/approved in principle, the suggestions made by the Committee shall be incorporated and the proposal revised, which would then be submitted to the Office of Dean, Research, GIET University.
- v. On receipt of the revised research proposal for seed-money grant, the RAC would recommend to the BoM/ BoG, GIET University for approval of the Seed Grant.
- vi. After approval of the BoM/ BoG, GIET University, the case would be processed for the release of the Seed Grant to concerned faculty and the necessary instructions will be given to Purchase Department/ Audit Office of GIET University, accordingly.
- vii. The expenditure from seed grant towards equipment, consumables and contingency shall be as per norms of the University and duly audited by Auditor of GIET University.



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PROFORMA



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PROFORMA FOR SEED MONEY

RESEARCH PROJECT PROPOSAL FOR SEED MONEY GRANT
(To be submitted in triplicate)

Name of the faculty member:

Department :

Project group :

Members :

Seed Money Requested :

Project Title :

Project Description

Location/Area

Project Duration



Date:

Full Signature of the Applicant

N. N. Das
REGISTRAR
G.I.E.T. University, Gunupur



☐ **Clause no 3. 11.1 in page 16 of the handbook is amended as under.**

3.11.1. Eligible faculty members shall be promoted to the next eligible cadre as per the UGC / AICTE norms.

Departmental Promotion Committee shall be constituted as under.

- (a) The Vice Chancellor- Chairperson
- (b) The Subject Experts in the rank of Professor from out side the jurisdiction of the University – External Expert
- (c) Dean of the concerned faculty as member
- (e) HOD of the concerned Department as member
- (f) Registrar as Convenor