

SR. REDEMPTA RESEARCH SEED MONEY GRANT POLICY

Introduction

St. Xavier's College for Women (Autonomous), Aluva, recognizes the importance of research and is committed to fostering a vibrant research culture. This policy outlines the College's Research Seed Money Grant program, designed to support faculty in pursuing innovative research projects and ultimately securing external funding.

5.5.1 Policy Statements

- The college offers seed money of Rs. 25,000/- per project to support the development of new research projects.
- These grants empower faculty to explore groundbreaking ideas, collaborate across departments, and engage students in pioneering research practices.
- Seed money grants ultimately aim to lead to externally funded research that benefits both faculty and the College.
- Research project proposals shall be invited every academic year.

Procedures

5.5.2 Eligibility Criteria

- Full-time faculty members of St. Xavier's College for Women (Autonomous), Aluva, are eligible to apply.
- Preference may be given to applicants with a demonstrated track record of research and publications.
- Interdepartmental collaborative proposals are encouraged.

5.5.3 Application Materials

Application should include

- **Cover Letter:** Briefly summarize the proposed research project and the anticipated outcomes (250 words).
- **Project Proposal:**
 - Clearly outlining the research question, methodology, timeline, and budget.

- Describing the project's potential for securing future external funding.
- Demonstrating how the project will contribute to a vibrant research culture and potentially involve students.
- **Curriculum Vitae (CV) of Principal Investigator (PI) and Co-Investigators (if applicable):** Highlighting relevant research experience and publications.
- **Letters of Support (optional):** From collaborators endorsing the project's significance.

5.5.4 Review Procedures

- The Research Development Council (RDC) will oversee the application review process.
- Reviewers may include internal faculty expertise and potentially external experts depending on the proposal's specific field.
- Applications will be evaluated based on criteria such as:
 - Research merit and originality of the proposed project.
 - Feasibility of the research plan and methodology within the proposed timeframe and budget.
 - Potential for the project to lead to future external funding and contribute to the college's research objectives.
 - Qualifications and experience of the PI and co-investigators (if applicable).
 - Clarity and comprehensiveness of the proposal.

5.5.5 Award Notification

- Applicants will be notified of the RDC's decision (approval/rejection) within a designated timeframe after the application deadline.
- Awarded faculty will receive a notification outlining the grant amount, disbursement procedures, and any reporting requirements associated with the funding.

5.5.6 Additional Notes

- The specific application process, including deadlines and required forms, may be subject to change. It's advisable to consult the college's research office or the RDC for the latest information and application materials.

- This outline provides a general framework, and the college may have additional eligibility requirements, application materials, or specific details regarding the review process.

5.5.7 Roles and Responsibilities

- **Research Development Council (RDC):** Oversees all aspects of the Seed Money Grant program and research incentive awards.
- **Faculty:** Eligible to apply for Seed Money Grants, pursue research endeavours, and qualify for research incentive awards based on established criteria.
- **College Administration:** Provides financial support for the Seed Money Grant program and research incentive awards.

5.5.8 Consequences

Misuse of seed money can result in consequences like repayment demands and restrictions on future funding for the researcher or department.

5.5.9 Policy Governance Structure

- Principal
- Manager
- Vice Principal
- IQAC coordinator
- Dean of Research

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