



ರಾಜೀವ್ ಗಾಂಧಿ ಆರೋಗ್ಯ ವಿಜ್ಞಾನಗಳ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಕರ್ನಾಟಕ, ಬೆಂಗಳೂರು
Rajiv Gandhi University of Health Sciences, Karnataka, Bangalore

4th T Block, Jayanagar, Bangalore – 560 041

RGUHS/ADV-RES/TERMS & CONDITIONS/232/2024-2025

Date: 03.01.2025

NOTIFICATION

Sub: Terms & Conditions of RGUHS Research Grants for Collaborative Research.

Ref: Minutes of 194th Syndicate (special) meeting held on 24-12-2024.

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1	The grant for collaborative research project is maximum Rs. 60,00,000/- out of which upto Rs. 5lakhs is for publication. The duration of the project is for 2 Years from the date of release of the grant for submitting the final reports and 1 year for submitting the Published article.
2	Extension Proposal, if any should be submitted before 3 months from the probable date of completion of the project.
3	The funds shall be released to the Head of the institute/organization. The research grants to be kept in the separate research bank account. The interest, if any, accrued should be reported to RGUHS while submitting the Utilization Certificate which will be treated as a credit to the Institute to be adjusted towards further installment of grant.
4	In case the whole or a part of the amount of the grant-in-aid is being refunded, the accumulated bank interest also shall be refunded.
5	The institute may refund any unspent amount along with accumulated interest of the research grant to RGUHS by means of a Demand Draft favouring REGISTRAR, RGUHS, Bangalore.
6	Any expenditure incurred prior to the issue of the financial sanction/approval order and after the expiry of the sanctioned duration will not be admissible unless & until the extension is sought. If so, it shall extend till the extension period.
7	It is mandatory for implementing Institute/PI to furnish progress report of work on the project every six months.
8	The project and the accounts of project shall be open to inspection by sanctioning authority/audit whenever the institute is called upon to do so.
9	The project will be reviewed by the expert Committee once in a year. Subsequent instalment shall be released only on the recommendation of the Expert Committee.
10	On completion of the Project one hard copy and soft copy of the final report along with the utilization certificate and publication out of the work done shall be submitted to the Department of R&D, RGUHS

11	The culmination of Research Project shall be deemed to be completed only after the work gets published in an indexed Journal. A completion certificate shall be issued after the acceptance of the utilization certificate/bills and publication.
12	Principal Investigators of the Research Project shall necessarily follow the guidelines issued by Indian Council for Medical Research, New Delhi or any other apex body guidelines as applicable to that concerned faculty.
13	Fund allocated for the grant will cover the actual cost involved in getting the necessary tests & experiments done.
14	Purchase of equipments/ Instruments is restricted up to Rs. 1 lakh only. However laptops, computers, mobiles, printers, instruments / equipments which are already available in the institute shall not be purchased out of the research grant. The equipment which need to be purchased has to be specified in the application. The approval of the expert committee in this regard is mandatory.
15	Honorarium shall not be claimed by Principal investigator or the Co- investigator from the funds allocated for the research project.
16	Paper/poster presentation of the research work is admissible only in state/national conferences. Presentation in international conferences outside India is not admissible (Including physical visit and virtual conferences) out of the research grant. In case if presentations made out of India, it is to be noted that PI shall bear the expenses.
17	Grants shall be utilised for the seminar/conference only if either the PI or the CO-PI is presenting the research paper related to the project sanctioned by RGUHS.
18	Publication of the final paper has to be done in the indexed national/international journal. However part of the work may be published in RGUHS Journals.
19	Intellectual Property Rights will be governed as per the guidelines issued by RGUHS.
20	Research grants shall not be utilised for conducting service camps in the communities, health education programs, routine health check-up, surveys, screening of populations/groups etc.
21	In case of any purchases to be made from outside the country, The PI and the Head of the institution has to certify that the required item is not available anywhere in India and a prior permission from the Director, R&D has to be obtained before such purchases are done. The requirement regarding such a purchase has to be mentioned in the application in the initial stage when they apply for the project.
22	In case of change in PI/Co-PI, the Head of the institute shall intimate the same to R&D Dept, RGUHS and a fresh sanction order shall be received in the name of new PI/Co-PI. Option to change the PI/Co-PI shall be given only once during the complete duration of the study.
23	Project code issued by RGUHS has to be mentioned compulsorily in all the communications / transactions with the department of R&D.
24	In addition, the investigator/host institute must also acknowledge the support provided to them in all publications, patents and any other output emanating out of the project/program funded by RGUHS.

25	Charges for travelling to RGUHS for collecting grants, courier charges for sending to RGUHS, affidavit charges and Seal/stamp charges cannot be claimed out of RGUHS research grants.
26	The Department of R&D RGUHS reserves the right to terminate the grant at any stage and also initiate to recover the amounts already dispersed under circumstances where it is convinced that the grant has not been properly utilized or appropriate progress is not being made or there is undue delay of the research work which extends beyond the sanctioned period.
27	Institutions which misuse the funds sanctioned for research shall be blacklisted & not allowed to participate in research grants program for a period of 3 years. University reserves the right to initiate legal proceedings against them if required.
28	The final outcome of the project will be evaluated upon in person presentation by the PI /Co-PI. before the Expert Committee.
29	<p>The Guidelines regarding submission of bills and vouchers :</p> <ul style="list-style-type: none"> • All the bills should be attested by head of the institute and PI stating that “the amount claimed in the bill is utilized for research purposes only”. • All the bills should be GST bills and bills should have the company’s /store’s Reg. number, PAN number, and GST number. • The principal Investigator to follow KTPP act for the purchase of the research related materials and chemicals. For purchases made below Rs.10,000/- the GST bills should be submitted. However for purchases made above Rs.10,000/- and below Rs.1,00,000/- minimum three quotations should be called from companies and lowest quoted rates may be considered. Comparative statement shall also be submitted. For purchases made above Rs. one lakh tender shall be called. • Under circumstances where GST bills are not available, producing copy of the GST exemption certificate is mandatory. • Photo Copies of the Bills will not be accepted (even if it is attested). Original bills have to be submitted. • The bills for claiming TA/DA for presenting the research paper in the conference shall be claimed out of the grants. However, certificate of the Paper/poster presentation in the conference and abstract of the presentation has to be submitted along with bills. • TA/DA shall be claimed as per RGUHS Rules and Prior Permission to be taken from RGUHS to attend the conference outside state. • In case of Air travel, boarding pass has to be submitted along with invoice. • Bills of Lab experiments/tests shall be submitted. The company or lab shall certify the test reports that they have tested so many samples/Patients. The PI should submit the certified reports along with bills. Without certification Bills are not acceptable.

- Govt Approved/accredited Labs are preferred for conducting the tests/ investigations. (Govt Approved List of labs may be obtained from the website).
- Researchers should purchase the items/chemicals/reagents/test kits etc. as per the Govt. approved Rate contract list or they have to certify that the items purchased by them is less than the Govt approved rate or if the particular item is not present in the Govt. approved list.
- When Biological sample is sent outside India HMSC (Health Ministry Screening Committee) guidelines need to be followed.
- Prior permission from R&D, Dept. RGUHS has to be taken if lab tests are to be done outside Karnataka or India.
- If the commodity is 'single source' in a particular company , then a certificate stating that the particular commodity available in that company only shall be obtained from the company.
- Payment of salaries/Honorarium to JRF/research assistants etc. should be done through Cheque/RTGS /UPI only (The details of the cheque and RTGS should be mentioned in vouchers) signed by the receiver, PI and Head of the institute. There shall be NO Cash transactions.
- Statement of Expenditure should be submitted in accordance with the bills enclosed along with details of payment made to the vendors. If bills are not according to the statement of expenditure, then such bills will not be accepted and next installment shall not be released.
- College authorities shall maintain a stock register and register of consumables. On every bill the stock registers details shall be written along with the bills with the seal of the institution.

REGISTRAR

Copy To:

1. All the colleges affiliated to Rajiv Gandhi University of Health Sciences, Bengaluru.
2. Finance Section, RGUHS, Bengaluru.
3. Office Copy.