



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 Under Graduate Research.

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

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1	The maximum grant for the research project is 30,000/- and duration of the project is for 3 months from the date of release of the grant.
2	The UG students studying in first and final year are not eligible to apply for the research grant.
3	The UG student shall inform the Dept of Research and development regarding the receipt of the grant in the prescribed format within one week after receiving the grant.
4	A research project has to be submitted under the guidance of a teaching faculty from the same institute.
5	Extension Proposal, if any should be submitted on or before one month from the probable date of completion of the project.
6	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.
7	The institute may refund any unspent amount of the research grant to RGUHS by means of a Demand Draft favouring REGISTRAR, RGUHS, Bangalore.
8	Any expenditure incurred prior to the issue of the financial sanction/ approval order and after the expiry of the sanctioned duration (ie. 3 months from the date the grant is credited to the research account) will not be admissible unless & until the extension is sought. If so, it shall extend till the extension period.
9	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.
10	On completion of the Project one hard copy and soft copy of the final report along with the utilization certificate, statement of expenditure, and bills shall be submitted to the Department of Research and Development. RGUHS
11	Fund allocated for the grant will cover the cost involved in getting the necessary tests & experiments done for which prior approval is taken from the Research and Development Department.
12	Honorarium shall not be claimed by Principal investigator or the Guide from the funds allocated for the research project.

13	Publication of the final paper may be done in RGUHS Journal.
14	Intellectual Property Rights will be governed as per the guidelines issued by RGUHS.
15	Grants shall NOT be utilized for the purchase /rental/lease of the equipments (software/hardware) such as laptop, printers, notepads, mobile, voice recorders, books, furniture, pen drive, printers, internet charges, cartages, journals etc. Equipments/ instruments, however small or big should not be purchased from the research grant.
16	Refreshments for Patients/ students/data collection persons / drivers etc. are NOTadmissible from the research grant.
17	Project code issued by RGUHS has to be mentioned compulsorily in all the communications / transactions with the department of Research and Development.
18	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
19	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.
20	The Department of Research and DevelopmentRGUHS reserves the right to terminate the grant at any stage and also initiate to recover the amounts already dispersed under circumstances whereit 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.
21	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.
22	<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. • Under circumstances where GST bills are not available, Producing copy of the GST exemption certificate is mandatory. • The expenditure for Travel, petrol, stationery, and etc. should not be more than 40% of the research grants. • 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.

- 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 may be 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 contract list.
- Prior permission from Research and Development, 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.
- The bills for the goods/ samples/ consumables/ lab tests which the Principal Investigator purchases/ performs from the parent/ sister institutions should have Service Tax accounting code/ GST bills. The Firm should provide Registration Certificates. Also the PI and the Head of the Institution shall certify that the charges in the parent/ sister institution for that particular item/ test is less than the charges for the purchases/ tests made outside.
- Payment of salaries/ Honorarium to JRF/ research assistants etc. should be done through cheque / RTGS 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.
- 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.