

MUTHAYAMMAL COLLEGE OF ARTS AND SCIENCE

SEED MONEY POLICY

Introduction

Muthayammal College of Art and Science (MCAS) recognizes the importance of fostering a culture of research and innovation among its faculty. To facilitate this, the institution is initiating a Seed Money Program aimed at providing financial support to individual teachers or groups of teachers within the college. The primary objective is to enable the initiation of research projects that can serve as a foundation for the development of formal research proposals eligible for external funding, particularly major research grants offered by the Government of India and other relevant agencies.

Objectives

1. Support for Early Career Faculty: Faculties in the early stages of their careers often face challenges in securing funds for research projects. The Seed Money aims to provide initial financial backing to such faculty members, allowing them to gain valuable experience in conducting research.

2. Proof of Concept for External Funding: The seed money provided will serve as a "proof of concept" or "proof of experience" for faculty members. This will enable them to apply for external funding from public and private agencies, leveraging their initial work to advance their research projects.

SEED MONEY GRANT RULES

Eligibility

1. All full-time Assistant Professors at MCAS, irrespective of their permanent or probationary status, are eligible to apply for the Seed Money grant.
2. Special Circumstances for Eligibility:
 - Applicants with no prior experience in a particular research area.
 - Research areas considered novel or having limited previous work, which may not have attracted attention from funding agencies yet.

Procedure

1. Interested faculty members or collaborative groups must submit their research proposals to the Dean of Research & Development (R&D).

2. Collaborative proposals should designate a single Principal Investigator among the participating faculty members.

3. Proposal Review Process:

- The R&D Committee will review the proposals.
- Face-to-face interviews or presentations may be requested from the applicants, at the committee's discretion.

4. Approval Process:

- The reviewed recommendations will be submitted to the Principal for approval or rejection.
- If rejected, faculty members can reapply after incorporating suggestions or recommendations.
- Approved proposals will be forwarded to the Secretary for final approval.

5. Fund Disbursement:

- Funds will not be transferred directly to the faculty; instead, reimbursement or direct payment will be made on invoices in the name of the Principal, Muthayammal College of Arts and Science.

Evaluation

The progress and outcomes of funded projects will be periodically evaluated by the R&D Committee to ensure accountability and effective utilization of resources.

ANNEXURE – I (Seed Money Grant Application Form)

Project Title:

Principal Investigator (if collaborative, mention all team members and designate one as PI):

Department:

Contact Information:

- Email:

- Phone Number:

1. Project Summary (Max 300 words):

(Briefly describe the research project, its objectives, significance, and expected outcomes.)

2. Background and Rationale (Max 500 words):

- Explain the context and relevance of the research problem or area.

- Highlight the significance and potential impact of the proposed research.

3. Objectives of the Study:

- Clearly outline the specific goals and aims of the research.

4. Methodology:

- Describe the methods and approaches to be used in conducting the research.

- Provide a brief overview of the experimental design, data collection methods, and analysis techniques.

5. Expected Outcomes:

- Discuss the anticipated results or contributions of the research.

6. Budget Breakdown:

- Provide a detailed breakdown of the budget requirements, including:

- Equipment and materials

- Travel expenses (if applicable)

- Personnel costs (if hiring assistance)

- Other relevant expenses

7. Timeline:

- Outline the proposed timeline for the project, including milestones and deliverables.

8. Previous Experience (if applicable):

- Highlight any prior experience in the research area or related fields.

9. Declaration:

I/We hereby declare that the information provided in this application is true to the best of my/our knowledge. I/We understand that the approval of this application is subject to the policies and guidelines of Muthayammal College of Art and Science regarding the Seed Money Grant.

Signature:

Date: