

مولانا آزاد نیشنل اردو یونیورسٹی
 MAULANA AZAD NATIONAL URDU UNIVERSITY
 (A central University established by an Act of Parliament in the year 1998)
 Accredited 'A' Grade by NAAC



ACADEMIC SECTION

No. MANUU/Acad/F.404/2016-17/ 216

6th December, 2016

ORDERS

Sub: MANUU – Academics – Approval of Minor Research Project (MiRP) – Reg.

- Ref: 1. This Office Circular of even No. MANUU/Acad./F.613/2016-17/ 139, dated 30th Sep. 2016 and MANUU/Acad./F.613/2016-17/739 dated 18th Oct. 2016.
 2. Proceedings of the MiRP Screening Committee Meeting dated 08.11.2016
 3. Proceedings of Sub-Committee Meeting dated 09.11.2016
 4. Approval of the Vice-Chancellor dated 05.12.2016

The University considered for the provision of grants for promotion of research and innovation activities to encourage the individual faculty members for initiating the creative research. Accordingly the research proposals were called from the faculty members that do not fall under any other scheme of the various funding agencies.

The proposals were screened and recommended as per the reference cited above. Consequent to the recommendations of the screening committee, a sub-committee was constituted for manageable financial allocations to ensure the equal opportunity and augment quality research as specified in reference mentioned above, and then the approval is hereby accorded by the Vice-Chancellor as per the details given below.

SCHOOL OF MASS COMMUNICATION AND JOURNALISM					
Sl. No.	Name of the Faculty & Discipline/Specialization	Title of the Project Proposal submitted	Approved Grant in Rupees		
			Non-Recurring	Recurring	Total
Mass Communication and Journalism					
1.	Dr. Mohammad Fariyad, Associate Professor	Mass media behaviour of central university students: a case study of MANUU	55000.00	50000.00	105000.00

The following are the term and conditions of the MiRP:-

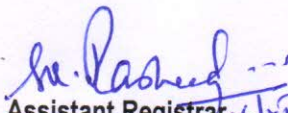
1. The Principal Investigator (PI) of the above indicated project is advised to submit the enclosed acceptance and undertaking certificate duly forwarded by the Head of the Department and Dean of the School concerned within a week from the receipt of this orders.
2. The tenure of the project lasts up to **30th September, 2017** and the procurement for the Non-recurring Grant to be completed by **31st March, 2017** without any further extension.
3. The above expenditure is debitable to the Plan Grants for the year 2016-17.
4. The Grant will be released as follows:
 - a. Non-Recurring Grant – Single Instalment and
 - b. Recurring Grant – Three Instalments (50%, 40% and 10%)
5. The first instalment of approved recurring grant will be released on receipt of acceptance and undertaking certificate, the second instalment will be released on receipt of an interim progress report, Statement of Expenditure and Utilization Certificate and the final instalment of remaining recurring grant will be released on receipt of following complete documents.
 - a. A copy of the Final Report along with soft copy
 - b. A consolidated item wise Statement of Expenditure incurred during the tenure of the project in the prescribed format duly attested by the PI, Head of the Department and Dean of the School concerned.

- c. A consolidated audited Utilization Certificate for the amount actually utilized towards the Project and duly signed by the Principal Investigator, Head of the Department and Dean of the School concerned.

(Note: The Unutilized Grant, if any, should be returned to the university immediately after the tenure of the Project)

6. It is mandatory to post the Executive Summary of the MiRP report on the University Website.
7. Acknowledge the University for the Support / Financial Assistance extended on any Research Documents, Monographs and Academic Papers Published.
8. The Principal Investigator is expected to settle the accounts within three months of completion of tenure of the project. The Head of the Department and Dean of the School concerned should facilitate and any balance to be claimed will be lapsed and no representation will be entertained after three months of the tenure of the Project, if accounts are not settled in time.
9. All the expenditure towards MiRP will be governed by GFR-2005 Guidelines as amended from time to time and Public Procurement norms as per UGC guidelines.
10. The Principal Investigator must get prepared for Mid-Term Review on the progress of the project for release of second instalment, in the event of abstaining from the review meeting will result in cancellation of project and refund of entire amount released to the project.

Your sincere participation and productive contribution will have great impetus on accomplishing the intended goals which emphatically enhances the quality and excellence of the University.


Assistant Registrar *06/12/16*
(Academic)

To

The Principal Investigator Concerned

Copy to:

1. The Office of the Vice-Chancellor
2. The Office of the Pro Vice-Chancellor
3. The Office of the Registrar
4. The Finance Officer
5. The Dean of the School Concerned
6. The Head of the Department Concerned
7. The Purchase Section
8. The Director, CIT for uploading on University website
9. Concerned file

MINOR RESEARCH PROJECT
ACCEPTANCE AND UNDERTAKING CERTIFICATE

1. Sanction Letter No. :
2. Name of the Principal Investigator :
3. Designation :
4. Department :
5. School/Institute/College/Center :
6. Title of the Project :
7. Sanctioned Grant (Amount in Rs.) :

Non-Recurring	Rs. 55000 = 00	a. Equipment	Rs.
		b. Books & Journals	Rs.
		c. Furniture	Rs.
Recurring	Rs. 50000 = 00	a. Travel/Field Work	Rs.
		b. Contingencies/Hiring Services	Rs.
		c. Consumables/Miscellaneous	Rs.

8. Commencement of the Project : **Month and Year**

Certify that the

- i. Above approved Research Project is Original and not being submitted / supported by any other funding agency and also not carried out the proposed work earlier.
- ii. Accept the terms and conditions related to the grant and abide by the rules governing the scheme.
- iii. Complete the project within the stipulated period and present the progress report of the project.
- iv. Submit the Audited Statement of Expenditure with Utilization Certificate in time.
- v. At the end of the Project the Capital Assets procured under the Project will be the property of the Dept.
- vi. At present I have no research project accounts and progress report is pending for final settlement.
- vii. Adhere to open an account in the Name of Principal Investigator with the Title of the Research Project.

Signature of Principal Investigator

Head of the Department

Dean of the School