

## RESEARCH PROJECT GUIDELINES OF NORTHERN REGIONAL CENTRE

### 1. INTRODUCTION

1.1 ICSSR-NRC provides funding to Indian scholars to conduct cutting edge research in various fields of social sciences that have theoretical, conceptual, methodological and policy implications. The Research Projects may belong to any of the social science disciplines. The broad disciplines of study, within the domain of social sciences, are:

- (i) Sociology and Social Anthropology;
- (ii) Political Science / Public Administration;
- (iii) Economics;
- (iv) International Studies;
- (v) Social Geography and Population Studies;
- (vi) Commerce and Management;
- (vii) Social Psychology;
- (viii) Education;
- (ix) Social Linguistics / Socio-Cultural Studies
- (x) Law / International Law
- (xi) National Security & Strategic Studies;
- (xii) Other allied Social Science disciplines (Library Science, Social Work, Media Studies, Modern Social History, Health Studies, Gender Studies and Environmental Studies, Diaspora Studies, Area Studies, Sanskrit-Society & Culture, etc.) to promote interdisciplinary and multidisciplinary research.

### 1.2 **Project Duration and Maximum Amount**

Up to 12 months with a budget up to 1.00 Lakhs

### 2. ELIGIBILITY

- 2.1 Professional social scientists who are regularly employed or retired as faculty in a UGC recognized Indian university/deemed university/colleges with requisite research infrastructure/institute of national importance and ICSSR Research Institutes, and possessing a Ph.D. degree or equivalent research work in any of the social science discipline and demonstrable research experience through publications of books/research papers/reports are eligible to apply.
- 2.2 Senior government and defence officers (not less than 25 years of regular service) and persons with proven Social Science expertise possessing a Ph. D. degree or equivalent research work in any social science disciplines and demonstrable research experience through publications of books/research papers/reports can also apply.

### 3. HOW TO APPLY

- 3.1 Application in hard copy in prescribed format and duly forwarded by the affiliating institution must be sent to: **Honorary Director, ICSSR Northern Regional Centre, Room No. 003, Old CRS Building, Jawaharlal Nehru University, New Delhi-110067** . Email ID: icssnrc@gmail.com .
- 3.2 Research proposals and final reports should either be in English or Hindi.

### 4. PROCEDURE FOR AWARD

- 4.1 Research project applications will be evaluated by an expert set up by the Honorary Director.

### 5. Details of Budget

SL. No	Budget Heads	Particulars	Justification	Amount
1.	Research staff			
2.	Fieldwork and Travel			
3.	Books/Journals/ Source Material/ Data Sets, etc.			
4.	Contingency			
5	All total			

Applicants may make suitable changes in the budget heads as per the budget and actual requirement.

- 5.1 The Institution may re-appropriate expenditure from one head to another (except publication of report) subject to a maximum of 10 %.

### 6. JOINING AND RELEASE OF GRANT

6.1 The scholar has to join the project within one month of the date of the award letter. For this the scholar has to declare the date of commencement and grant-in-aid bill towards the first instalment. This may, however, be extended up to a maximum period of six months in exceptional circumstances with the prior approval of the ICSSR-NRC.

6.2 The Sanctioned grant for Minor Project is released in three instalments of 40%, 40% and 20%.

6.3 The first instalment is released after completing necessary formalities for joining by the Project Director.

6.4 The second instalment will be released after receiving a satisfactory Progress Report along with the simple statement of account of first instalment. ([Click Here to download the Progress Report Format](#))

6.5 The third and final instalment will be released on receipt of – (a) satisfactory final report along with research paper in a publishable form; (b) statement of accounts with utilization certificate in GFR-19A Form for entire project amount duly signed by the Finance Officer/Registrar/Principal/Director of the affiliating Institution; and (c) an undertaking of settlement of assets and books purchased out of the project funds.

6.6 The accounts and utilization certificate will be signed by the Finance Officer/Registrar/Principal/Director in case the accounts of the Institution are audited by the CAG/AG. Otherwise, they need to be signed both by the Finance Officer and the chartered accountant.

## **7. CONDITIONS**

7.1 The duration of the project shall be maximum one year. The Final Report may be submitted within three months after completion of the duration of Project. However, extension for submission of final report may be granted in exceptional circumstances without any additional financial commitment of the NRC.

7.2 The contingency grant may be utilized for research and office assistance, books, stationery, computer related costs, research assistance and the field work expenses related the research work.

7.3 Retired teachers and government/defence officers can also apply under the scheme but they are required to affiliate to a UGC recognized Indian university including deemed university/college having University approved Ph.D. programme/institute of national importance and ICSSR Research Institutes of his/her choice with the prior approval of the ICSSR.

7.4 Purchase of equipment/ assets for the research Project is permissible only if it is originally proposed and approved by the ICSSR-NRC and does not exceed the permissible amount.

## **8. COMPLETION OF THE PROJECT**

8.1 On completion of the study, the scholar should submit the following:

- (A) Final Report (about 100 page) along with a brief summary.
- (B) Both documents should be submitted in hard format (two copies of final report and ten copies of summary) and a soft copy (in pen drive).
- (C) Copies of research paper/papers on the theme of research, published in reputed research journals during the period of study.

## 9. RESEARCH PROPOSAL FORMAT

Other than the mandatory information accompanying each application, candidates should submit their research proposal in two parts:

- A) A concise summary of the research proposal (maximum 1000 words).
- B) A detailed research proposal (about 3000 words).

An indicative outline for the detailed research proposal is given below:

1. Title: The research proposal should have a clear, meaningful and concise title reflecting the scope of the investigation.

2. Introduction and / or Statement of the Problem

The research proposal should begin by clearly stating the research problem to be investigated in the light of its theoretical and/or empirical context in the relevant area.

3. Aims and/or Objectives of the Study

The general aim of the study as well as its specific objectives should be clearly stated in the proposal.

4. Conceptual Framework

Given the problem and the theoretical perspective for investigation of the problem, the proposal should clearly bring out the concepts to be used and demonstrate their relevance for the study. Besides, the dimension of empirical reality that needs to be explored for investigating the problem should also be specified.

5. Research Question or Hypotheses

Given the conceptual framework and the specification of dimension, the specific questions to be answered through the proposed research should be sharply formulated. In the case of an explanatory research design, specification of variables and positing of relationship among them through specific hypotheses must form a part of the research proposal.

6. Review of Literature

The proposal should summarize the current status of research in the area and major findings, including the researcher's own work in the area. Existing empirical findings may also be discussed. The overview should clearly demonstrate the relevance as well as inadequacy of existing findings or approaches and provide a rationale for the proposed study.

7. Scope and Methodology

The researcher must describe in detail (a) the scope and coverage of her/his study; and (b) approach and methodology with adequate justification. Emphasis should be given to bringing out innovativeness in approaches proposed to be followed. The detailing of the methodology may include research design, data to be collected and empirical and analytical methods to be used. The description of the methodology must be clearly linked to the aims of the research and the research questions/hypotheses of the study.

#### 8. Relevance, Anticipated Outcomes and Proposed Outputs from the Research

The proposal should include a statement on the relevance of the study and the anticipated outcomes. It should bring out the significance of the research problem, the contribution which the proposed study is expected to make to theory and to methodology as well as its practical importance to society and policy making. It should also describe the proposed outputs from the study (Books, research papers, occasional papers with themes etc.)

#### 9. Tentative Chapterisation

Details chapterisation should be clearly spelt out in the research proposal

#### 10. Time Frame

The research proposal should include a phased time frame for different components of the study.

#### 11. Estimated Budget

The budget for the study should be formulated within the guidelines and parameters as given at 5 and 5.1 above. It should be clearly linked to other elements of the proposal and must include a detailed justification of each item that is proposed.