

**Rules & Regulations
and
Application format**

Scheme for Financial Assistance to Student Projects

Financial assistance for Student Project

Introduction

The objective of this scheme is to provide financial assistance to the students of Government Engineering Colleges in Kerala for the conduct of Scientific Projects.

Eligibility (who can Apply)

Undergraduate students who are currently studying at Government Engineering Colleges in Kerala can apply for financial assistance under this scheme through their guide.

Guidelines

1. The application for financial assistance in the prescribed format should be submitted in triplicate to the Director, CERD, College of Engineering Trivandrum campus, Thiruvananthapuram. Pin 695 016
2. The students are requested to submit a brief proposal in the "Prescribed Format" in the address mentioned above at least 60 days prior to the start date of the project, so as to enable, CERD to sanction proposals scrutinized and recommended for funding by the expert committee.
3. Item wise financial estimates should be mentioned clearly in the proposal submitted, showing rates, quantity and total for each item. The maximum allowable expenditure for consumables, travel and other expenses for a project shall not exceed 20%, 10% and 10% of the total estimate respectively.

Rules

1. These rules are called the 'Rules for grant of financial assistance to student projects'.
2. Under these rules, Financial assistance may be granted to the students pursuing B.Tech Degree in Government Engineering Colleges in Kerala for undertaking Scientific and Engineering projects.
3. Financial assistance may be limited to specific items of expenditure or to cover a part of the expenditure on the whole function.

4. Funding Norms

- a. Only projects undertaken by a group of students will be considered under this scheme.
- b. Each project will be eligible for a **maximum assistance of Rs.50,000/-**.
- c. The applications should be forwarded by the guide through the College Principal.
- d. Subject to availability of funds, proposal for financial assistance will be screened and approved by the duly constituted committee, which will subsequently be sanctioned by the Director, CERD.
- e. Financial assistance will be released to the guide through the President of Satellite centre(Principal of the concerned institution).
- f. The whole or part of the granted money remaining unutilized within the prescribed time limit should be refunded to CERD by remitting back the balance amount.
- g. The final report, Utilization certificate and Statement of expenditure (two copies) shall be furnished to **The Director, CERD** within one month from the completion of the project.
- h. The accounts should be audited by the accounts officer of the institution/Chartered Accountant.
- i. The CERD reserves the right to order verification/audit of accounts by any Officer authorized by it and is open to audit by Accountant General. The Accounts shall be kept safely for a **minimum period of three years**.
- j. The recipient organization shall comply, with such other conditions as may be suggested in the 'guidelines' issued in this regard from time to time.

CENTRE FOR ENGINEERING RESEARCH AND DEVELOPMENT
College of Engineering Trivandrum Campus
Thiruvananthapuram. Pin 695 016

STUDENT PROJECT

Name of the Principal Investigator :
(Faculty who is guiding the project)

Address of the Institution :

Title of the project proposal :

Name(s) of Student investigators:

- 1.
- 2.
- 3.
- 4.

Terms and Conditions

1. The scheme is constituted for the purpose of providing assistance in the form of grant to students for scientific/Engineering project work with particular relevance to the State of Kerala in the economic and industrial development.
2. Grant will be released to the Principal Investigator of the project(faculty who is guiding the student group) through the President of the Satellite Centre(Head of the institution).
3. The maximum duration of the project will be one year from the date of start of the project.
4. This date of start of the project should be intimated by the Institution authorities/Principal Investigator to CERD. It will, in no case be later than one month after the receipt of the intimation letter.

5. On completion of the project, 3 copies of the final project report on the work done should be sent to the CERD along with the utilization certificate (UC) and statement of expenditure (SE). The Utilization Certificate and Statement of Expenditure should be countersigned by the Head of Institution.
6. The institute will maintain separate audited accounts for the project.
7. The institute will not entrust the implementation of the work for which the grant is being sanctioned to another institution nor will it divert the grant receipts to other institute as assistance.
8. The CERD reserves the right to terminate the project at any stage if it is convinced that the grant has not been properly utilized or appropriate progress is not being made. In addition, the CERD may designate Scientist/Specialist or an Expert Panel to review the work done.
9. If the PI to whom the project has been sanctioned wishes to leave the Institution where the project is based, the Institute/PI will inform the same to the CERD and in consultation with CERD, evolve steps to ensure successful completion of the project, before relieving the PI.
10. Investigators must acknowledge the CERD in reports and technical/scientific papers published based on the research work done under the project.
11. If the results of research are to be legally protected by way of patent/copy rights etc. the results should not be published without action being taken to secure legal protection for the research results.
12. The knowledge generated from the project will be the property of CERD and should be properly acknowledged. Transfer to technology generated shall be done in consultation with the CERD.
13. The CERD may enforce additional guidelines for the operation of the student project from time to time and the Institution/Investigators are required to observe such directions in the conduct of the research work.

We agree to the terms and conditions stated above.

**Name & Signature of
Principal Investigator**

**Name & Signature of
Head of Institution**

(Office Seal)

CENTRE FOR ENGINEERING RESEARCH AND DEVELOPMENT
College of Engineering Trivandrum Campus
Thiruvananthapuram. Pin 695 016

APPLICATION FOR GRANT FOR STUDENT PROJECT
(To be submitted in 3 copies)

1.
 - (a) Title of the Research Proposal (150 ch.)

 - (b) Broad area/field of classification

 - (c) Project Type(s) (Basic Research/Applied Research/Developmental/Demonstration/Others)
1. Broad objectives of the project

3. Applications/Socioeconomic importance (The relevance, if any, to the utilization and management of the natural resources of the State)

4. Abstract (300 ch.)

5. Name(s) of investigator (s)
 - (a) Principal Investigator

 - (b) Student Investigator(s)

[Bio data of (a) & (b) to be attached, Email-id & Phone Number mandatory]

6. Particulars of equipment required

7. Particulars of any other facilities required

8. Particulars of the facilities that will be provided by the institution where this project will be implemented

- 9 Whether the scheme was submitted to any other organization for financial support, If so, the names of the institutions and their decisions may be indicated.
- 10 Whether at present receiving support from any other organisation other than your present department. If so, full particulars of these may be given
- 11 Budget Details: Estimated expenditure

No.	Items	Amount (Rs.)
1.	Consumables	
2.	Equipments	
3.	Travel	
4.	Research Literature	
5.	Other (specify)	
6.	Contingencies	
	Total	

Certified that the details furnished above are correct to the best of my knowledge and belief and that the amount of financial assistance, if granted, will be utilised for the purpose for which it is granted within the time prescribed by CERD. I also undertake to abide by the rules and other conditions prescribed by the grantee.

**Signature of Principal Investigator:
Name, Address & Telephone No:**

Recommended

**Name & Signature of the
Professor in-charge
of satellite Centre**

**Name & Signature of the
Head of Institution**

**Place:
Date:**

Office Seal

UTILIZATION CERTIFICATE

Certified that out of Rs.(Rupees.....
.....only) sanctioned by Centre for Engineering Research and
Development as per Sanction Order No.towards financial assistance for the
project titled ‘.....’,
an amount of Rs.....(Rupees
.....only) was utilized for the purpose for which it was
sanctioned, leaving a balance of Rs.(Rupees
.....only) at the close of the
project as shown in the Statement of Expenditure annexed.

**Name & Signature
of Principal Investigator**

**Name & Signature
of Accounts officer/
Chartered Accountant**

**Name & Signature
of Professor in-Charge
of Satellite Centre**

**Name & Signature
Head of the Institution**

Office Seal

STATEMENT OF EXPENDITURE

Sanction Number :

Project Title:.....

.....

Name of Institution:

Receipts	Amount (Rs.)	Payments	Amount (Rs.)
1. Amount sanctioned from CERD		1.	
		2.	
		3.	
Total		Total	

Certified that I have exercised all kinds of checks to see that the grant has been utilized for the purpose for which it was sanctioned by CERD

**Name & Signature
of Principal Investigator**

**Name & Signature
of Accounts officer/
Chartered Accountant**

**Name & Signature
of Professor in-Charge
of Satellite Centre**

**Name & Signature
Head of the Institution**

Office Seal