



Guidelines

Award of Major & Minor Research Projects
2026-27



Indian Council of Social Science Research (ICSSR)
Ministry of Education (MoE)

JNU Institutional Area, Aruna Asaf Ali Marg, New Delhi - 110067 (INDIA)

1 Introduction

1.1 The ICSSR promotes, supports and coordinates research in the various domains of Social and Human sciences to cultivate a dynamic ecosystem of advanced research in the country. The ICSSR has been supporting the research endeavours of Indian Social Scientists by providing grants to research projects encompassing various fields of social sciences that have theoretical, conceptual, and methodological and policy implications.

The priority of the ICSSR is to address changing societal dynamics and social challenges through effective social science research while providing policy recommendations to the government based on research findings, along with clear monitoring and operational plans to mitigate policy failure risks. In the changing international dynamics and keeping in view India's aspirations to become a global economic and social power, it is essential to conduct research in the specific areas of social sciences that are extremely vital for the country.

In line with this, Major & Minor Research Projects are awarded to Indian Social and Human Science researchers, with the aim of contributing to national development by offering evidence-based solutions to present and future challenges in diverse fields.

1.2 The Major and Minor Research Projects for the Financial Year 2026–27 shall be awarded in the following areas, with a focus on advancing the vision of *Viksit Bharat@2047* in the domain of Social and Human Sciences.

S. No	Broad Domains	Priority Areas
1	Economic Development and Public Finance	Agriculture and Rural Innovation
		Entrepreneurship and Start-Ups
		Transition Finance and Carbon Markets
		Blue Economy
		Natural Resources and Regional Development
		Sustainable Development and Green Transitions
		FinTech for Development
		Cooperatives and Rural Transformation
		Technology Adoption
		MSMEs and Cluster Development
		GST and Tax Reforms
		Labour, Work, and Industrial Relations
		Circular Economy and Sustainable Supply Chain
		Informal and Gig Economy
		Fiscal Policy and Public Finances
		Intergovernmental Transfers and Incentives
		Cooperative vs. Competitive Federalism
		State-Level Fiscal Reforms

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		Bank Regulations
		Macro Economics and Financial System
		State Municipal Trade Policy
		Stock Market
		International Investment
		Securities and Exchange Board Intervention (SEBI)
		Enforcement of Contract
		Financial Viability of Credit Cooperatives
		Economic Inflation and Monetary Policy
		Legal Process for Trade and Economics
		Law and Economics
		Pensions and Income Security
		Ease of Living, Process Reform and Efficiency of Government, Institutional Reforms
		Foreign Portfolio Investors (Drivers and Macroeconomic Volatility)
		Sustainable Tourism
2	Finance, Accounting, and Commerce	International Trade and Commerce Dynamics
		Digital Financial Systems
		Digital Assets, Crypto Currency and Governance
		E-Commerce and Digital Market Place
		Insolvency and Bankruptcy
		The Evolving Regulatory Landscape for Non-Banking Financial Companies (NBFCs)
		Process Reforms and Ease of Doing Business
3	Management and Organisational Studies	Financial Management
		Human Resource Management
		Organisational Behaviour
		CSR, ESG, and Business Ethics
		Operations and Management
		Sustainability Reporting
		Human Capital, Innovation, and Productivity
		Corporate Governance
		Technology and Management
		Inclusive Growth
4	Rural Studies	Rural Economy and Sustainable Livelihoods
		Social Change in Rural Societies
		Rural-Urban Migration and Remittance
		Cultural Landscapes and Identity in Rural India
		Digital Governance in Rural Bharat
		Environmental Resilience and Adaptation Strategies
		Health, Education, and Infrastructure

5	Political Science	E-Governance and State Capacity
		Human Rights and Legislation
		Electoral Systems and Democratic Practices
		Participatory Politics and Social Media
		Politics and Technology
		Indian Political Thought
		Rural-Urban Governance
		Climate Politics and Global Governance
		Women and Politics
6	Governance and Public Administration	Governance and Reforms
		Public Service Delivery
		Digital Governance and Data Platforms
		Decentralization and Local Administration
		Ethical Governance
		Crisis Management and Public Administration
7	Public Policy and Programme Evaluation	Design, Targeting, and Portability of Government Schemes
		Monitoring and Evaluation of Government Schemes
		Policy Experimentation and Evidence Use
		Social Protection
		Digital Public Services
		Public Policy and Welfare
		Grievance Management
8	International Relations and Geopolitics	Indo-Pacific and Southeast Asian Strategy and Maritime Affairs
		Cultural Diplomacy and Soft Power
		Global South Diplomacy and South-South Cooperation
		Multilateralism and Global Institutions
		Energy Security
		Geopolitical Transitions
9	National Security and Strategic Studies	Internal Security
		Borders and Irregular Migration
		Information/Cyber Warfare and Hybrid Threats
		Maritime Security
		Defence and National Security
		Defence Manufacturing and Infrastructure
		Non-Traditional Security Threats and Terrorism
10	Legal Studies	Access to Justice and Para-Legal Systems
		Legal History of India
		Judicial Reforms and Court Management
		Law, Technology, And Digital Rights (Including AI)

		Legal Pluralism
		Elder Abuse and Protection
		Criminal Justice System and Reform
		Decolonising Legal Studies
11	Sociology, Social Work, and Community Practice	Vulnerabilities and empowerment
		Food, Nutrition, Culture, and Society
		Urbanisation and Informal Settlements
		Informal Work and Domestic Labour
		Ageing and Care
		Education and Technology
		Land Records Digitisation and Governance
		Tenancy Rights and Sharecropping
		Rental Housing Affordability
		Property Rights, Credit, and Welfare
		Migrant Integration and Housing Markets
		Technology and Media
12	Social Anthropology	Linguistic and Cultural Anthropology
		Ethnography and Field Methods
		Development Anthropology
		Religion, Ritual, and Social Cohesion
		Infrastructure, Urban Change, and Livelihoods
		Kinship and Changing Institutions
		Prehistoric Cultures
		Cultural Survival
		Bio-Cultural Studies of Health and Disease
13	Gender Studies	Gender, Work, and Informal Sectors
		Gender and Environment
		Women, STEM and Digital Transformation
		Gender and Education
		Gender and Health
		Intersectionality, Access, and Inclusion
14	Divyangjan Studies	Intersectional Disability Studies
		Policy and Legal Frameworks
		Rehabilitation and Assistive Technology
		Financial Inclusion and Livelihoods
		Digital Accessibility
		Mobility and Transport
		Culture and Media Representation
		Inclusive Infrastructure
		Stigma and Discrimination
15	Janjatiya Studies	Indigenous knowledge Systems
		Culture and Society
		Language Preservation and Documentation
		Digital Inclusion and Youth Aspirations

		Comparative Development
		Tribal Education and National Education Policy Inclusion
		Welfare Program/schemes (PM-JANMAN, EMRS, FRA-2006, SCA to TSS/TSP, PMAAGY, ITDP, TRIFED, PESA-1996, MSP for MFP, PMJVM, AMSY and NSTFDC)
		Intra-tribal and Inter-community Dynamics
16	Diaspora Studies	Diaspora Contributions to Development
		Multiculturalism, Migration, and Integration
		Economic Engagement and Entrepreneurship
		Identity, Literature, and Memory
17	Social Psychology	Mental Health and Culturally Responsive Care
		Indian Psychology and Social Contexts
		Digital Life and Well-being
		Workplace Well-being
		Community Relations and Inter-group Dynamics
		Social Influence and Behaviour Change
18	Public Health and Health Systems	One Health
		AYUSH and Community Medicine
		Indigenous Healing Practices
		Preventive and Social Medicine
		Community Medicine
		Food Cultures and Nutrition
		Child Nutrition and Growth
		Sports, Fitness, and Prevention
		Digital Health and Telemedicine
		Rural/urban Primary Care and Quality
		AI in Public Health
		Ethnomedicines and Integrative Systems
		Ageing, Long-Term Care, and Social Insurance
		Long-Term Care Systems and Financing
		Mental Health and Suicidality
		Health Infrastructure
		Rural Ageing and Community-based Models
		Mental Health in Post-pandemic Societies
19	Education and Skilling	Digital Learning and EdTech
		Implementation and Governance of the National Education Programme
		Values and Ethics in Education
		AI in Education
		Skilling Youth
		HEI Reforms
		Skill Education in HEIs

		Internationalisation and Mobility
		Academic Governance and Leadership
		Early Learning
		Digital Skilling and Employment
		Teacher Education and Capacity Building
		Indian knowledge System Integration
20	Human Geography and Spatial Planning	Demographic Transitions
		Migration, Displacement, and Spatial Mobility
		Human Capital, Livelihoods, and Regional Development
		Rural-Urban Transformations
		Disaster Risk and Vulnerability
		Urban Resilience, Smart Cities, and Sustainable Futures
		Public Transit, BRT, and Metro Systems
		Road Safety Reforms and Enforcement
		Air Quality and Health
		Gendered Mobility and Labour Force Participation
		Logistics and Last-Mile Connectivity
		Work, Social Mobility, and Transport
		Community Adjustment and Social Resilience
21	Environmental Studies	Human-Environment Interactions
		Impacts, Mitigation, and Adaptation of Climate Change
		Renewable and Clean energy
		Social Influence on Biodiversity, Wildlife, Soil, and Water
		Environmental Policy and Governance
		Community-Based Climate Adaptation
		Traditional Ecological Knowledge and Indigenous Practices
		Water Service Quality, Continuity, and Equity
		Faecal-Sludge Management and Sanitation
		Peri-Urban Groundwater and Contamination
		Time Poverty, Gender, and WASH Access
		Urban Utilities Access and Regulation
		Social Awareness and Uptake
22	Modern Social History	History and Heritage
		Conservation and Heritage Management
		Memory, Identity, and Public History
		Archaeology, Architecture, and Monuments
		Maritime and Coastal Histories
		Decolonisation, Nationalism, and Historiography
		Digital History and Archival Innovation

		History of Education and Knowledge Systems
		Print Cultures
		Partition Studies
23	Cultural Studies	Digital Humanities
		Life, Literature, and Thought in India
		Literature and Globalisation
		Folk, Oral Forms, and Practices
		Medical Humanities
		Language, Literature, and Popular Culture
		Media and Language Shifts
		Intellectual Traditions and Social Thought
		Cultural Heritage and Traditions
24	Indian Languages, Linguistics, and Translation Studies	Knowledge Traditions in Indian Languages
		Vernacular Knowledge and Applications
		Technology-Language Interface
		Comparative Grammar and Linguistics
		Multilingual Pedagogy and Translation Tools
25	Sociolinguistics and Multilingualism	Language, Culture, and Society
		Social Concepts and Theories in Indian Languages
		Science Across Indian Languages
		Multilingualism in Education and Work
		Language, Media, and Technology
26	Sanskrit Studies	Grammatical Traditions and Poetics
		Manuscriptology and Textual Criticism
		Literary and Aesthetic Traditions
		Sanskrit and Indian Knowledge Systems
		Sanskrit in Contemporary Discourse
		Sastras and Commentarial Traditions
		<i>Shruti, Shastric, Kavya and Agamic</i>
		Foundational Grammars & Literary Criticism
		Computational Sanskrit and Digital Archiving
		Cross-Cultural Aesthetics and Linguistic Interface
27	Indian Knowledge Systems (IKS)	Indian Epistemologies
		Indigenous Innovation, Technology, and Development
		Textual and Oral Traditions
		Pedagogies From Indian Intellectual Texts
		Indian Approaches to Ecology and Sustainability
		Mind and Consciousness
		Aesthetic and Performative Traditions
		IKS-Public Policy Interface
		IKS and Law
		Digital Humanities and IKS
		Art and Architecture

		Curriculum Integration
28	Socio-Philosophical Studies	Indian Philosophical Systems
		Comparative Ethics
		AI Ethics and Emerging Technologies
		Philosophy of Mind and Consciousness
		Shramanic philosophies
		Decolonising Philosophy in India
		Philosophy of Ecology and Sustainability
		Intercultural Ideas and Comparative Philosophy
29	Media and Communication Studies	Mass Media and Sociocultural Change in India
		On Demand Platforms and Services (OTT) in Popular Culture and Identity
		Regional Languages, Media, and Journalism
		Digital News, Platforms, and Misinformation
30	Library and Information Science	E-Resources and IT Applications
		Metadata Harvesting and Digital Repositories
		Scholarly Communication and Publishing Studies
		AI In Library and Information Services
		Knowledge Curation and Digital Preservation
		Open Access, Open Data, Open Science
		One Nation, One Subscription (ONOS): National Knowledge Access and Research Equity Initiative
		Research Designs and Methods in the Social Sciences and Humanities
		Data Quality, Linkages, and Disclosure
		Ethics, Consent, and Data Governance
		Reproducibility and Replication
		Methods, Interoperability, and Safeguards for India's Digital Public Infrastructure
31	Inclusive Development and Social Empowerment	Constitutional Provisions, Legal Frameworks and Public Policies for Inclusive Development
		Social Justice and Intersectional Perspectives
		Inclusive Education, Skill Development, Employment and Livelihoods
		Digital Inclusion and Technology for Empowerment.
		Political Representation and Inclusion
		Community Participation, Local Governance and Grassroots Institutions
		Monitoring and Evaluation of Inclusive Development Programmes and Policy Outcomes
		Comparative Studies on Inclusive Development, Social Empowerment and Best Practices
		Government Schemes and Policies for the Upliftment of Marginalized Groups

32	Decolonisation Studies	Epistemology & Decolonial Methodology
		Decolonising Literature, Media and Cultural Representation
		Decolonising Education, Curriculum and Pedagogy
		Indigenous Knowledge, Oral Traditions and Community Wisdom
		Health, Medicine and Well-being
		History, Historiography and Comparative Civilisational Studies
		Governance, Judiciary, Political Thought and Public Policy
		Indigenous Science, Technology and Environmental Knowledge
		Science, Technology and Indigenous Innovation
		Decolonising Economic Thought and Development Paradigms
		Economic Sovereignty, Self-Reliance and Community Resilience
		Comparative and Global Perspectives on Decolonisation

Research Proposals that span across disciplinary boundaries also fall within the areas of the Council's interest.

2 Eligibility

2.1 Eligibility of Project Director (PD)

Researchers who are permanently employed or retired as faculty members from eligible institutions (as specified under Institutional Eligibility, 2.3) are eligible to apply as Project Directors (PD).

- i. Applicants must possess substantial research experience, demonstrable through publications such as books and research papers in high impact journals.
- ii. Project Director must hold a Ph.D. degree in Social and Human Sciences.

2.2 Eligibility of Co-Project Director (Co-PD)

a. Researchers who are permanently employed or retired as faculty members from eligible institutions (as specified under Institutional Eligibility, 2.3) are eligible to apply as Co-Project Directors. In exceptional cases, independent researchers holding a Ph.D. degree, who are not permanently affiliated with the eligible institutions, may be considered solely as Co-Project Directors, provided they have:

- i. At least two sole-author books published by reputed publishers and/or

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- ii. At least five articles in peer-reviewed journals and Book chapters. Such scholars must collaborate with a faculty member from an eligible institution (as specified under Institutional Eligibility, 2.3).
- b. Researchers holding a Ph.D. degree and working on a contractual basis in eligible academic or research institutions may also apply as Co-Project Directors, subject to the same publication criteria mentioned above.
 - i. In case of expiry of the contract, they may continue as Co-Project Directors until the completion of the project.
- c. Senior and retired government or defence officers with not less than five years of regular service, holding a Ph.D. degree in any social science discipline, and having the required publication record (two sole-author books and/or five peer-reviewed articles or book chapters), may apply as Co-Project Directors, in collaboration with a faculty member from an eligible institution (as specified under Institutional Eligibility, 2.3).

2.3 Institutional Eligibility

The eligible institutions include:

- i. Institutes of National Importance, as defined by the Ministry of Education (MoE), Central University and State University
- ii. UGC-recognized Private Universities, Deemed-to-be Universities, Affiliated Government College/Institution under Section 2(f) and/or 12(B) of the UGC Act
- iii. ICSSR Regional Centre, ICSSR Research Institutes, ICSSR-recognized Institutes and Government Research Institutes
- iv. Top 100 NIRF institutions within the specific domain such as Management, Law, Innovation, Sustainable Development Goals, Agriculture and Allied Sectors based on the latest rankings.

2.4 Cooling-off Period

- i. A researcher may submit **only one application** for a particular project call either as a Project Director or as a Co-Project Director. Submission of multiple applications within a single call may lead to the cancellation of all applications.
- ii. A cooling-off period of one year shall apply to the Project Director (PD) for both Major and Minor Research Projects before applying for another project. The cooling-off period shall be calculated from the date of submission of the final report. However, the cooling-off period shall not apply to ICSSR Research Institutes and Recognized Institutes.

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- iii. A Project Director who is currently undertaking an ongoing research project may apply under another Call as a Co-Project Director, and vice versa. However, under no circumstances shall a researcher serve as a Co-Project Director in more than two projects in different Research Projects.
- iv. A Co-PD shall not be removed from a project by the Project Director without the written consent of the concerned Co-PD. Addition or removal of Co-PDs shall not be permitted, except in genuine and urgent cases, subject to approval by the competent authority.

3 How to Apply

3.1 Applicants shall submit their applications online, along with the research proposal, annexures, and all other requisite documents in the prescribed format, duly forwarded by the competent authority of the affiliating institution. Hard copies of the application shall not be accepted, and only online applications shall be considered.

3.2 Research proposals shall be submitted either in **English** or **Hindi**. Proposals in English shall be prepared using **Times New Roman** font, while proposals in Hindi shall be prepared using **Arial Unicode MS** or **Mangal Unicode (Devanagari)** font. The proposal shall be typed in **12-point font size** with **single (1.0) line spacing**. Applicants shall strictly adhere to the prescribed word limits, formatting requirements, and other instructions specified in the application form and the Scheme Guidelines.

4 Duration And Budget

Project	Duration	Budget
Minor Project	12 months	Up to ₹15.00 lakh
Major Project	24 months	Up to ₹30.00 lakh

5 Budget and Heads of Expenditure

5.1 The amount shall be disbursed in instalments, depending on the funds, phases and duration of the study, as indicated in the Award Letter. The ICSSR reserves the right, based on expert opinion, to convert a proposal from a Major Research Project into a Minor Research Project or vice versa.

5.2 The detailed budget estimates along with the proportionate Heads of Expenditure for the proposals, shall be prepared by the Institute or Project Director. Those Project Director who intends to work without Research Personnel, especially under Minor

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Research Project, shall adjust the proportionate Heads of Expenditure for the proposed Budget.

5.3 Allocation of Heads of Expenditure

- i. The remuneration for the Research Staff must be according to the ICSSR guidelines.
- ii. The proportionate allocation of expenditure for the budget heads such as Fieldwork (Travel / Logistics / Boarding, Survey Preparation or Consultancy etc.); Equipment and Study material (Computer/Desktops/Printer, Source Material, Books, Journals, Software, Data Sets etc.), Workshop/Seminar and Contingency charges etc. shall be as per the ICSSR guidelines given below:

Detailed budget breakup for the proposed allocation		
Sl No.	Heads of Expenditure	Value (Rs.)
1.	Project Staff	Not exceeding 45% of the total budget
2.	Field work related	Not exceeding 35%
3.	Research Equipment and study material	Not exceeding 10%
4.	Contingency	Not exceeding 5%
5.	Workshop to Disseminate Project Findings (This shall be decided by the ICSSR depending upon the requirements of the project.)	Approx. 5%
	Grand Total	100%

*The project investigator may with the permission of the institution re-appropriate expenditure from one sub-head to another subject to a maximum of 10% of the particular budget heads. If the study necessitates re-appropriation beyond 10% it may be done only after the approval of the ICSSR.

*The budget head allocations may also be modified by the ICSSR at the time of announcement of calls to meet the exigencies of projects that have specific requirements.

- iii. Affiliating Institutional Overhead Charges @ 10% over and above on the awarded grant of the project, subject to a maximum limit of Rs.1, 00,000/- for Major and Minor Projects shall be released by the ICSSR after successful completion of the project.

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5.4 Project Staff shall be engaged/appointed as per the rules by the affiliating institution of the Project Director on a full-time basis during the research work. The duration may be decided by the project director. The consolidated monthly remuneration/emoluments of the project staff must be according to the following guidelines:

Project Staff	Monthly Remuneration/ Emoluments	Essential Qualifications
Research Associate	Rs. 47, 000/-	Postgraduate in a Social Science discipline with a minimum of 55% marks, along with NET/ Ph.D., and at least two years of research experience.
Research Assistant	Rs. 37, 000/-	Postgraduate in a Social Science discipline with a minimum of 55% marks. Preference shall be given to candidates with NET/Ph.D.
Field Investigator	Rs. 20, 000/-	Must be a graduate in Social & Human Sciences with minimum 55%; preference shall be given to the four-year graduation program.

5.5 Selection of Research Staff should be done through an advertisement published on respective institute's website and a selection committee, duly approved by the competent authority of the institution, consisting of (1) Project Director; (2) One external subject Expert (from outside the institute where the project is located); (3) Dean of the faculty in case of University /Principal in case of college and (4) Head of the Department of the Project Director.

5.6 For all field work related expenses of Project Director, Co-Project Director and project personnel, rules of affiliating institutes/universities shall be followed.

5.7 All equipment and books purchased out of the project fund shall be the property of the affiliating institution, and a detailed stock report duly signed by the Head of the Institute / Registrar / Principal has to be submitted to the ICSSR. However, ICSSR may ask for books and/ or equipment if it so requires.

6 Procedure For Awards

6.1 The procedure for the award of the projects shall be in multiple phases before the declaration of final results. All applications submitted to the ICSSR shall be screened

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and evaluated by the expert committee following a blind review process. Shortlisted applicants shall be invited for interaction/presentation at ICSSR (in person or online).

- 6.2 The expert committees shall make recommendations for award of studies and also suggest the budget for the proposed studies after interaction with the shortlisted applicants.
- 6.3 The merit list of selected candidates of Projects shall be published on the ICSSR website.
- 6.4 Only the selected candidates and their affiliating universities shall be informed individually through a provisional award letter clearly specifying the formalities and documents required for joining the Project.

7 Joining And Release of Grants

- 7.1 The Project Director has to join the project as per the date of commencement notified by the ICSSR by submitting the requisite documents such as an 'undertaking' on an Rs 100 stamp paper duly verified by a notary, declaration in prescribed format on a Rs 100 stamp paper duly verified by a notary, Grant-in-Aid bill towards the first instalment on or before the given deadline and **Registration Mandate Form of PFMS account of affiliating institutions that have not linked their accounts to PFMS for ICSSR grant. The joining period shall be extended only in exceptional circumstances up to a maximum of three months by the ICSSR.**
- 7.2 The total awarded grant for the **Major Research Project** shall be released to the affiliating institution in instalments as indicated in the Award Letter/Sanction Order depending upon the nature of the study or may be as per the below pattern.
- A. The first instalment (50% of the total awarded grant) shall be released after completing the necessary formalities of joining by the Project Director.
 - B. The second instalment (40% from the total awarded grant) shall be released after receiving a satisfactory twelve months Progress Report and Statement of Accounts with 60% and above utilisation of the first instalment amount, along with grant-in-aid bill towards the second instalment.
 - C. Final instalment (remaining 10% of the total awarded grant) shall be released after receipt of recommendations of the expert for acceptance of the Final Report; Audited Statement of Accounts (AC) in prescribed format with utilization certificate (UC) in form 12A of GFR, for the entire approved project amount duly signed by the Finance Officer/Registrar/Director of the affiliating Institution, and the Statement of Assets & Books duly signed by the Head of the Institution; and at least two published research papers in the peer reviewed journals with duly acknowledged to ICSSR. A detailed ICSSR accepts proposal only through online portal: <https://app.icssr.org/>

stock report duly signed by the Head of the Institute / Registrar / Principal has to be submitted to the ICSSR. The Audited Statement of Accounts of institutions whose accounts are not audited by CAG/AG, shall be signed by the Finance Officer and a Chartered Accountant.

Book length Final Report, Executive Summary of Final Report in 5000 words (both MS word and PDF formats), abstract of the Final Report in 500 words (both MS word and PDF formats) and certified similarity index score sheet (less than 10%) of final report from the affiliating institution needs to be submitted prior to the date of completion of the project.

7.3 The total awarded grant for the **Minor Research Project** shall be released to the affiliating institutions in instalments as indicated in the Award Letter/Sanction Order depending upon the nature of the study or may be as per the below pattern.

A. The first instalment (50% of the total awarded grant) shall be released after completing the necessary formalities of joining by the Project Director.

B. The second instalment (40% of the total awarded grant) shall be released after receiving a satisfactory six months Progress Report and Statement of Accounts with 60% and above utilisation of the first instalment amount, along with grant-in-aid bill towards the second instalment.

C. Final instalment (remaining 20% of the total awarded grant) shall be released after receipt of recommendations of the expert for acceptance of the Final Report; Audited statement of accounts (AC) in prescribed format with utilization certificate (UC) in form 12A of GFR, for the entire approved project amount duly signed by the Finance Officer/Registrar/Director of the affiliating Institution, and the Statement of Assets & Books duly signed by the Head of the Institution; and at least one published research paper in the peer reviewed journals with duly acknowledged to ICSSR. **A detailed stock report duly signed by the Head of the Institute / Registrar / Principal has to be submitted to the ICSSR.** The Audited Statement of Accounts of institutions whose accounts are not audited by CAG/AG, shall be signed by the Finance Officer and a Chartered Accountant.

Book length Final Report, Executive Summary of Final Report in 5000 words (both MS word and PDF formats), abstract of the Final Report in 500 words (both MS word and PDF formats) and certified similarity index score sheet (less than 10%) of final report from the affiliating institution needs to be submitted prior to the date of completion of the project.

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- 7.4 The Overhead Charges to the affiliating institution shall be released after settlement of grant i.e. receipt of the final Audited Statement of Accounts and Utilisation Certificate in prescribed formats along with the acceptance of Final Report, which shall be verified by the ICSSR.
- 7.5 The Project Director shall ensure that the expenditure incurred by him/her conforms to the approved budget heads and relevant rules. The Audited Statement of accounts with Utilization Certificate in form 12A of GFR is mandatory for the entire approved amount for the project.

8 Monitoring of Research Projects

- 8.1 Research undertaken by a Project Director shall be monitored through the submission of periodic progress reports in the prescribed format. The project may be discontinued/terminated if research progress is found unsatisfactory or if any ICSSR rules are violated. In such cases, the entire amount must be refunded with a 10% penal interest.
- 8.2 The scholar/awardee must acknowledge the support of the ICSSR in all their publications resulting from the project output such as research papers, journal articles, and articles in edited books. They must submit a copy of the same to the ICSSR during the course of or after completion of the project. Failure to acknowledge ICSSR support shall result in the scholars being blacklisted, rendering them ineligible to apply for any ICSSR schemes in the future. Papers published in conference or seminar proceedings shall not be considered as they are not peer reviewed. However, proceedings published by Scopus indexed journals may be considered.
- 8.3 All project related queries shall be addressed to the Project Director/ Affiliating Institution for their timely reply.
- 8.4 The ICSSR may, at any time, ask for verification of accounts and other relevant documents related to the Project.
- 8.5 The ICSSR reserves the right to change the affiliating institute if it is found that the affiliating institute is not co-operating with the scholar and it is not facilitating timely completion of the study.
- 8.6 Final report submitted by the Project Director is mandatorily evaluated by an Expert appointed by the ICSSR before considering the release of the final instalment.
- 8.7 The Project Director shall be personally responsible for the timely completion of the Project. The project proposal/final report cannot be submitted for the award of any University degree/diploma or funding by any institution by any member of the project staff, including the Project Director. However, ICSSR shall have no objection if any ICSSR accepts proposal only through online portal: <https://app.icssr.org/>

member of the project staff utilizes the project data for research purpose, provided there are due acknowledgements to ICSSR.

- 8.8 If the researchers do not submit the requisite documents and the final report in time or the project is not completed in the stipulated period, the scholars shall be blacklisted and the legal recourse shall be initiated for recovery of released grant.
- 8.9 As per the directions of the Ministry of Education (MoE), the amount of grant sanctioned is to be utilized within the stipulated duration of the project. Any amount of the grant remaining unspent shall be refunded to the ICSSR immediately on expiry of the duration of the project. If the Project Director fails to utilize the grant for the purpose for which it has been sanctioned or fails to submit the audited statement of expenditure within the stipulated period, he/she shall be required to refund the amount of the grant with interest thereon @ 10% per annum.

9 Completion of The Study

9.1 On completion of the study, the Project Director shall submit:

- a) Soft copy of the final report in both PDF and word formats;
- b) Soft copy of the of abstract in 500 words in both PDF and word formats;
- c) Soft copy of the of Executive Summary of the final report in 5000 words in both PDF and word formats;
- d) Similarity index sheet (Plagiarism check) for the final report.

9.2 If the expert suggests any changes in the reports at the time of evaluation, the Project Director shall incorporate the changes within stipulated time and shall submit the following:

- a) Soft copy of modified final report in both PDF and word formats;
- b) Soft copy of executive summary;
- c) Soft copies of (if any) Data Sets, along with well-defined definition of data and other important information for documentation.

9.3 ICSSR gets every report checked for plagiarism and the similarity report is also generated. As a policy, ICSSR does not accept reports having similarity beyond 10 per cent on similarity index. Scholars are required to get their final report checked from their affiliating institutions for similarity index and attach a certified report of the same at the time of submission.

The final report submitted by the scholar shall be considered as satisfactory only after final recommendation of acceptance by the expert appointed by the ICSSR.

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10 Obligations of The Affiliating Institution

- 10.1 The affiliating institution is required to give an undertaking in the format prescribed by ICSSR to receive the grant and facilitate the smooth and timely completion of the project. ICSSR shall release the instalments of the project grant to the PFMS account of the affiliating institution which shall be required to extend support to the Project Director proactively and shall also disburse the advance as and when required by the Project Director.
- 10.2 It is also required to provide the requisite research infrastructure to the scholar and maintain proper accounts.
- 10.3 The affiliating institution shall open / maintain a dedicated bank account for ICSSR grant (Scheme Code-0877) that is duly registered at EAT Module of PFMS portal for release of the grant without any delay. This account should be retained for all projects awarded by ICSSR.
- 10.4 The affiliating institution shall be under obligation to ensure submission of the final report and an Audited Statement of Accounts and Utilization Certificate, (in the prescribed Proforma GFR 12-A) duly certified by the competent authority of the institution including the refund of any unspent balance.
- 10.5 The affiliating institution shall make suitable arrangements for preservation of data such as filled-in schedules, tabulation sheets, manuscripts, reports, etc. relating to the study. The ICSSR reserves the right to demand raw data, or such parts of the study as it deems fit.
- 10.6 In case a Project Director leaves / discontinues the project before completion of the tenure, the affiliating institution shall inform ICSSR immediately and refund the entire amount with a penal interest @ 10% per annum. The unutilised funds pending with the institutions for all projects must be returned to the ICSSR immediately. In case the universities/ institutions do not abide by the rules of the ICSSR, they shall be blacklisted for applying in schemes of ICSSR in the future.
- 10.7 In case of the demise of the Project Director before the completion of the project, the affiliating institution shall immediately inform ICSSR by submitting a copy of the death certificate and settle the accounts immediately by expediting refund of any unspent balance.

11 Other Conditions

- 11.1 The duration of the project includes the time for Final Report writing. In exceptional circumstances, if the ICSSR is satisfied with the progress of the work, including quality ICSSR accepts proposal only through online portal: <https://app.icssr.org/>

publications, an extension may be granted (up to three months for Minor Projects & up to six months for Major Projects) without any additional grant. In case, the extension is needed beyond the above-mentioned period, the matter shall be put up to the competent authority of ICSSR for a decision. If the extension is required, the Project Director needs to request at least three months prior to the end of stipulated tenure for no-cost extension with a copy of the progress report and reasons for the delay with documentary evidence. Retrospective extension shall not be permitted.

- 11.2 The contingency grant may be utilized for stationery, computer typing related costs, specialised assistance such as data analysis and consultation for field trip etc., related to the research work.
- 11.3 Defaulters of any previous fellowship/project/programme/grant of the ICSSR shall not be eligible for consideration. No scholar shall be allowed to take up a research project along with any ICSSR fellowship.
- 11.4 Foreign trip is not permissible within the awarded budget of a project. However, the Project Director may undertake data collection outside India in exceptional cases and if warranted by the needs of the proposal. For this he/she is required to apply separately for consideration under the Data Collection Scheme of the ICSSR International Collaboration Division. However, the ICSSR shall not be bound to support such data collection from abroad and the decision of the ICSSR shall be final. In either case, the completion of the study shall not be contingent upon such data collection support.
- 11.5 Any request for additional grant in excess of the sanctioned budget shall not be considered.
- 11.6 The procurement of equipment/assets for the research project is allowed only if it was originally proposed, does not surpass the permissible amount, and adheres to the regulations of the affiliating institution.
- 11.7 The project director cannot make any changes in the research design at any stage.
- 11.8 Regarding Transfer of a Project/Appointment of substitute Project Director:
 - i. On the request from a university/institute, the ICSSR may permit the appointment of a Substitute Project Director in exceptional circumstances.
 - ii. The ICSSR may also appoint a Substitute Project Director if it is convinced that the original awardee of the Project shall not be in a position to carry out the study successfully.
 - iii. The ICSSR may transfer the place of the Project from one affiliating institution to another subject to submission of the following:

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- Satisfactory progress report (s);
 - No objection certificate from both previous and the new university/institute;
 - Audited statement of account and utilization certificate along with unspent balance, if any.
 - However, no transfer of project / Project director should be requested in the last six months of the study.
- iv. Overhead charges shall be apportioned proportionally among the institutes as per the grant released or as may be finally decided by the ICSSR.
- v. In case of superannuation of Project Director and if the rules of the institution so require, the transfer of the project to a serving faculty member may be done with prior approval of the ICSSR. The credit of Project shall belong to the original Project Director.
- 11.9 Consideration under other call(s) would require a fresh proposal.
- 11.10 The Council reserves the right to reject any application without assigning any reason. It shall not be responsible for any postal delays or loss.
- 11.11 Incomplete applications in any respect shall not be considered.
- 11.12 The final authority related to the interpretation of these guidelines or any other issue is vested with the ICSSR.
- 11.13 No queries shall be entertained by the ICSSR until the final declaration of results against a call. Any lobbying for award shall lead to disqualification.
- 11.14 The ICSSR retains all rights to publish any project funded by it, contingent upon the recommendation by expert(s) appointed by ICSSR for publication. Copyright for the final report and outcomes of the project shall be held by ICSSR. **Any publication or dissemination of research findings shall solely be at the discretion of ICSSR.**
