

# **SELECTIVE AUGMENTATION OF RESEARCH & DEVELOPMENT (SARD)**

## Terms and Conditions

1. The Scheme is implemented by KSCSTE for providing assistance in the form of grants to departments / colleges for scientific/research/academic work with particular relevance to the State of Kerala in the economic and industrial development. Grants will be paid for strengthening of the infrastructure through Equipment and their Maintenance support.
  - a. Normally re-appropriation will not be allowed. Extension of duration of project beyond 6 months will not be granted normally.
  - b. The amount of grant shall be utilized for the purpose for which it is granted within a period of one year from the date of receipt of the amount or the Council Order, whichever is appropriate ó provided that the same should be intimated in writing to KSCSTE.
2. For permanent, semi-permanent assets acquired solely or mainly out of the project grants, a record in the form of a register shall be maintained by the Institute. The grant shall not be utilized for construction of any building unless specific provision is made for that purpose. Full infrastructural facilities by way of accommodation, water, electricity, communication etc. For smooth implementation of the project shall be given by the Institute.
3. All the assets and equipments acquired from the grant will be the property of KSCSTE and should not be disposed of or encumbered or utilized for purpose other than those for which the grant had been sanctioned, without the prior approval of the Council.
4. The maximum amount that can be granted will be subject to a total of Rs. 40 lakhs, over three years. The release of subsequent yearly grant will be subject to the performance of the project during the previous year(s).
5. The Institute/ co-ordinator will furnish Annual Progress Report of the work on the project on an yearly basis (*i.e.*, if the date of start of a project is 01.01.2015 the first Annual Technical Progress report shall be for the period 01.01.2015 to 31.12.2015, the next will be from 01.01.2016 to 31.12.2016 and so on). In addition, the Council may designate Scientist/ Specialist or an Expert Panel to visit the Institute periodically to review the progress of the work being carried out and to suggest suitable measures to ensure realization of the objectives of the project. During the implementation of the project, the Institute will provide all facilities to the visiting scientist/ specialist or the Expert Panel at the time of their visit. On completion of the work, soft and a hard copy of the Final Report should be submitted to the Council.
6. At the time of seeking further installment of grant, the Institute/ coordinator has to furnish the following documents:

- a. Audited Utilization Certificate (UC) and Statement of Expenditure (SE) by Local Fund Audit or Finance Head of the Government Institute/Universities countersigned by Head of Institution and Chartered Accountant for affiliated colleges countersigned by Head of Institution should be submitted on an year to year basis
  - b. Latest Authenticated Statement of Expenditure since 1<sup>st</sup> April of that financial year till the previous month; and
  - c. Technical Annual Progress Report
7. The unutilised portion of the grant amount at the end of the project period shall be refunded to Council forthwith by DD in favour of KSCSTE. In the case of project duration exceeding one year, the amount will be automatically carried forward.
  8. The institute will maintain separate audited accounts for the project. If it is found expedient to keep a part or whole of the grant in a bank account earning interest, the interest thus earned should be reflected in the Utilization Certificate. The interest thus earned will be adjusted towards further installment of grant.
  9. If the co-ordinator to whom a grant has been sanctioned wishes to leave the Institution where the project is based, the Institute will inform the same to the Council and in consultation with Council, evolve steps to ensure successful completion of the project.
  10. Co-ordinator(s) wishing to publish technical / scientific papers based on the research work done under the project, should acknowledge the assistance received from Council, indicating the scheme. If the results of research are to be legally protected, the results should not be published without action being taken to secure legal protection for the research results
  11. The Council may enforce additional guidelines for the operation of the scheme from time to time and the Institution/Co-ordinators are required to observe such directions in the conduct of the research work.
  12. The knowledge generated from the research work will be the property of KSCSTE and should be properly acknowledged. Transfer of technology generated shall be done in consultation with the Council.

We agree to the terms and conditions stated above.

Programme Co-ordinator

(seal with date)

Head of Institution/Nominee

(seal with date)

(Round seal with date)