

**MRMCW/Policy/JAN-2024/02**

**SEED MONEY RESEARCH FUNDING POLICY**

The SEED Money Research Funding Policy is designed to provide financial support to faculty members to initiate and conduct research projects in emerging areas of national and international importance. This policy aims to stimulate competitive research, promote interdisciplinary collaboration, and facilitate the development of innovative solutions with potential for commercialization.

**Objectives:**

- To create an enabling environment that encourages research activities
- To provide necessary support through research framework and guidelines.
- To foster socially useful research with potential for commercialization.
- To engage faculty members in real-life research projects.
- To support the initiation of research programs with potential for external funding.
- To facilitate the testing of novel ideas and generation of preliminary results for external funding proposals.
- To promote inter-departmental collaboration in emerging areas.
- To encourage the generation of intellectual property and product/process development.

### **Guidelines For Claiming & Utilizing Seed Money for Research**

Malla Reddy Research Foundation through Committee for Research, Development and Sustenance (CRDS) provides seed money of Rs.25,000 (Twenty-Five thousand rupees only) to teaching faculty of Malla Reddy Medical College for Women for conducting research.

1. Eligibility: -
  - a. Currently employed Teaching staff of Malla Reddy Medical College for Women.
  - b. All Research project Proposals which are approved by the Committee on or after 1<sup>st</sup> January 2024.
  - c. Only for achievements forwarded with Malla Reddy Medical College for Women name.
  - d. Only for I and II authors or to the communicative author.
  - e. The research proposal should be published in an indexed PubMed/Scopus journal.
2. Research project should be at published /accepted stage within 18 months from the approval of seed money.
3. However, the time frame of 18 months can be further extended depending on the progress of project and the approval of CRDS
4. If the research project is not completed within 18 months & no extension is granted by CRDS, the entire seed money has to be refunded by the concerned faculty member within ten (10) days from the completion of the 18 months period or the same shall be deducted from the salary of the concern faculty member in the following month.
5. If any faculty member wishes to leave the institution or if the management terminates his / her services within the 18 months period mentioned above then the entire seed money has to be refunded by the concerned faculty member before leaving the institution.
6. Teaching staff members claiming the seed money have to submit an application (As per prescribed format) along with copies of proposal to Chairperson, committee for Research, Development and Sustenance.
7. The Incentives for various proposals will be decided by Committee after scrutinizing the documents submitted by the staff members.
8. Incomplete application will be rejected.

9. After the approval of project by CRDS, the approval letter will be forwarded to Finance committee. The recommendation of Finance committee will be submitted to Director for approval and then forwarded to accounts section.
10. The account section shall maintain a staff wise individual account and shall post the seed money amount acquired by the staff members in his / her respective account.
11. The seed money amount can be used only after the seed money is posted in the account & not in advance.
12. The account department shall transfer the seed money (approved by Finance Committee) to the respected staff members account.
13. Once the respective staff member receives the amount, they are free to use the same for research activity.
14. The CRDS shall review the progress of research activity of all the staff members who have received the seed money on quarterly (once in 3 months) basis. In case the CRDS finds that there is no progress in research project of a particular staff member/members, it shall recommend the refund of seed money to the accounts section with a copy marked to finance committee and the concerned staff member.
15. The staff members whose project is recommended for termination by the CRDS, shall have to refund the total seed money to the accounts section within 10 days from receiving such letter from CRDS.
16. The concerned staff members has to produce all supporting documents (Bank statement, Voucher, Bills, Acknowledgements etc.) for the amount spend by them at the completion of their respective Research project/completion of the stipulated period of 18 months/before leaving the institution whichever is earlier.
17. Improper supporting documents (mentioned above) will not be considered by accounts department and the staff members have to refund such amount to account department.
18. Faculty members who do not settle the accounts of the seed money received by them will not be eligible for further seed money till it is settled.

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