**Dr. Mahalingam College of Engineering and Technology- Pollachi-03.**

**(An Autonomous Institution)**

**Office of Dean Research and Innovation**

**External Funding Incentive –Claim Form and Checklist**

*(Please use only ONE form per Project even if investigators are from different departments)*

1. **Details of External Funded Project:**

|  |  |
| --- | --- |
| 1. Claim for the Academic Year
 | JUNE \_\_\_\_\_\_\_\_\_\_\_\_ to MAY \_\_\_\_\_\_\_\_\_\_\_\_  |
| 1. Project Work Title:
 |  |
| 1. Funding Agency:
 |  |
| 1. Approval Sanction Order No. with date :
 |  |
| 1. Amount received as per the order (Rs.):
 |  |
| Duration of the work: | *Month & Year of Commencing the Project:**Month & Year of Closing the Project:* |
| 1. SRF/JRF details (if any with proof):
 |  |
| Completion Status: |  |
| List of equipment’s procured with cost:(Attach Separate sheet if necessary) |  |
| Closing Report/Final technical report/Interim report: | *Please attach a copy of the latest*  |

1. **Details of Investigators:**

|  |  |  |
| --- | --- | --- |
| **S.No.** | **Name of Investigator and Faculty team** | **Designation & Department** |
|  | Principal Investigator (PI) : |  |  |
|  | Co-Principal Investigator (s):(Co-PI *(if any)*) *(Attach proof)* : |  |  |
|  | Faculty team involved:  *(if any)* |  |  |
|  | Supporting Staff involved:  *(if any)* |  |  |

**Check-List & Recommendation**

*(Please provide Hard and Soft Copy of below mentioned details)*

 Copy of Approval Order from the Agency Proof for Co-PI *(if any)*

 Interim reports *(if any)* Copy of the entire report

 UC & Final Technical Reports Amount Sanction Order

 *(if completed)*

I/ we assure you that above mentioned details are correct. I/we declare that the incentive for above mentioned funding work was not claimed previously and it will not be claimed in MCET in future.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Name of Investigator and Faculty team** | **Designation & Department** | **Claim Amount** | **Signature with Date** | **Recommendations of HoD** |
|  | Principal Investigator (PI) : |  |  |  |  | **Verified/Not Verified****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Signature of HoD)** |
|  | Co-Principal Investigator (s):(Co-PI *(if any)*) |  |  |  |  | **Verified/Not Verified****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Signature of HoD)** |
|  | Faculty team involved:  *(if any)* |  |  |  |  | **Verified/Not Verified****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Signature of HoD)** |
|  | Supporting Staff involved:  *(if any)* |  |  |  |  | **Verified/Not Verified****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****(Signature of HoD)** |

**Date:**

**Place:**

**For office Use Only**

The details are verified and incentive of Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been recommended.

The sum of Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (in words) has been received from the funding agency for this project

Ref. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of the MCET Office Manager**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No** | **Name of Investigator and Faculty team** | **Designation & Department** | **Amount Claimed** | **Amount Sanctioned** |
| 1. | Principal Investigator (PI) : |  |  |  |  |
| 2. | Co-Principal Investigator (s):(Co-PI *(if any)*) |  |  |  |  |
| 3. | Faculty team involved:  *(if any)* |  |  |  |  |
| 4. | Supporting Staff involved:  *(if any)* |  |  |  |  |
| **Total Grant** |  |  |  |

**Signature of the Consultancy & External Funding Coordinator Signature of the Dean R & I**

**Signature of the Principal**

**NORMS FOR SHARING OF INCENTIVE FOR EXTERNAL FUNDED PROJECTS**

|  |  |  |
| --- | --- | --- |
| **Sl.No.** | **Nature of external fund** | **Proposed incentive & Norms** |
| 1 | Research Funding(Proposals related to research only)(MODROBS & TNSCST projects etc., are not considered)  | **Range** | **Incentive Amount (in Rs.)** |
| Above 30 Lakh | 1.0 Lakh |
| >25-30 Lakh | 90,000 |
| >20-25 Lakh | 80,000 |
| >15-20 Lakh | 70,000 |
| >10-15 Lakh | 60,000 |
| >5-10 Lakh | 40,000 |
| >3-5 Lakh | 30,000 |
| 2-3 Lakh | 20,000 |
| 2 | **The above incentive are to be shared as follows** |
| **Description** | **% of share of incentive** |
| Principal investigator & Faculty team members (PI-40%; Co-PI-30%; Other faculty team-10%) | 80% |
| Department supporting staff involved in the project | 15% |
| If the department supporting staff not involved in the project | 10% to PI &5% to Office |
| Office | 5% |
| 50% of the incentive are to be distributed upon receiving first installment and the remaining 50% are to be issued after successful submission of Utilization Certificate. |