



## HARYANA STATE HIGHER EDUCATION COUNCIL

Ref. No.:- 12/19-2023 Adv./HSHEC

Dated 31/10/2025

### URGENT

To,

All Vice-Chancellors of all State Universities in the State of Haryana  
All Principals of Government and Government-Aided Colleges in Haryana

**Subject: Invitation for Research Proposals under the "Haryana State Research Fund (HSRF)" for the Financial Year 2025-26**

Respected All,

Namaste!

Greetings from Haryana State Higher Education Council.

The Government of Haryana has launched the HSRF scheme with the objective of encouraging high-quality, multidisciplinary, and locally relevant research among teachers and students of Higher Education Institutions (HEIs) in the State. The initiative aims to promote innovation and develop practical and scalable solutions addressing regional challenges, thereby contributing to sustainable state development and a robust knowledge economy.

The *Haryana State Higher Education Council (HSHEC)* has been designated as the nodal agency for the implementation, monitoring, and evaluation of this scheme. The HSRF seeks to encourage faculty and students to undertake problem-oriented and innovative research projects that address state-specific challenges, foster collaboration, and contribute meaningfully to the socio-economic development of Haryana.

Under the scheme, research proposals are invited from eligible **faculty members** and **students** of UGC-recognized State universities and Government and Government Aided colleges in Haryana. Financial assistance will be provided under two categories — Research Grant for Teachers, with a maximum limit of ₹50 Lakh per project, and Research Grant for Students, with a maximum limit of ₹5 Lakh per project. The focus areas for research have been carefully identified to align with Haryana's developmental priorities for example Agriculture and Rural Development; Industrial Innovation and Entrepreneurship; Emerging Areas in Science and Technology; AYUSH, Yoga and Preventive Health; Skill Development and Employability; Digital Education and EdTech; Climate Change, Sustainability and Water Management; and Inclusive and Value-Based Education etc.

In the initial phase, applications may be submitted **both online and in hard copy within three weeks**. Proposals in the prescribed formats, duly forwarded by the Head of Institution, may be sent through email to [hshecchairperson@gmail.com](mailto:hshecchairperson@gmail.com) in PDF format, along with all duly signed and scanned required enclosures. A signed hard copy of the same should be forwarded to *The Chairperson, Haryana State Higher Education Council (HSHEC), Bay 7-12, Takniki Shiksha Sadan , Sector4, Panchkula –134112*. The guidelines may be read



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carefully before submission of the research proposals to ensure completeness and adherence to the scheme's requirements.

The detailed HSRF Scheme Document, containing eligibility criteria, thematic areas, application format, evaluation procedure, and funding guidelines, is enclosed for your reference. All universities and colleges are requested to circulate this call for proposals among their faculty members and students and to encourage maximum participation.

The last date for submission of proposals (both hard copy and online/email) is **21<sup>st</sup> November, 2025.**

This initiative represents an important step toward fostering a vibrant research culture and supporting the generation of locally relevant knowledge and innovation in Haryana's Higher Education Institutions. Your active cooperation in disseminating this information and encouraging faculty and students to participate in the HSRF is earnestly solicited.

DA: Copy of Guidelines of Haryana State  
Research Fund Scheme

Regards

  
Radhika Prajapati  
Senior Project Manager,  
HSHEC, Panchkula

CC:-

1. PS/CP HSHEC for kind information of the Chairperson, HSHEC, Haryana, Panchkula
2. PS/ACSSHE &TE for kind information of Additional Chief Secretary School , Higher Education & Technical Education, Chandigarh
3. PA/VCP HSHEC for kind information of the Vice Chairperson, HSHEC, Haryana, Panchkula
4. PS/DGHE for kind information of the Director General Higher Education, Haryana, Panchkula
5. All the Registrars of State Universities in the Haryana



## **Haryana State Research Fund (HSRF) Guidelines Document**

### **1. Scheme Overview**

#### **1.1. Name of the Scheme**

Haryana State Research Fund (HSRF)

#### **1.2. Budget Announcement Reference**

FY 2025-26, Para XVII

#### **1.3. Total Budget Allocation**

The budget allocation will be made by the State government on year-to-year basis in the annual budget. {₹20 Crore (Rupees Twenty Crore only) allocated for F.Y. 2025-26}

### **2. Introduction, Vision, Mission, Aims, and Objectives**

#### **2.1. Introduction**

Research funding is crucial for socio-economic progress, fostering innovation, addressing local challenges, and promoting data-driven policymaking.

#### **2.2. Vision**

To position Haryana as a leader in high-quality, locally relevant, and impactful research, fostering a vibrant ecosystem of innovation and knowledge creation within its Higher Education Institutions (HEIs) that directly contributes to the state's sustainable development and global competitiveness.

#### **2.3. Mission**

The mission of the Haryana State Research Fund (HSRF) is to strategically invest in the intellectual capital of Haryana's Higher Education Institutions by providing targeted financial support for teachers and students to undertake cutting-edge, multidisciplinary, and problem-oriented research. We aim to foster a culture of inquiry, drive the development of locally relevant solutions, and thereby contribute significantly to the state's progress, prosperity, and global knowledge standing

#### **2.4. Aims**

The primary aim of the HSRF is to promote high-quality, locally relevant, and multidisciplinary research by teachers and students in colleges and universities of Haryana. This initiative will encourage the development of practical, scalable solutions to identified regional

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issues, supporting the broader objectives of state development, sustainability, and knowledge economy.

## **2.5. Objectives**

- To foster a robust research and innovation culture in Haryana's Higher Educational Institutions (HEIs).
- To develop research infrastructure and faculty competencies in priority sectors.
- To motivate students to pursue research-oriented careers, aligning with national and global challenges.
- To enable HEIs to engage with local communities, industries, and government to co-create practical solutions.
- To connect faculty and students with interdisciplinary and emerging research domains.
- To support data-driven policymaking and address specific challenges pertinent to Haryana.
- To facilitate the translation of research outcomes into tangible societal and economic benefits.

## **3. Priority Research Areas**

The HSRF will support research projects in the following identified priority sectors:

- Agriculture and Rural Development
- Industrial Innovation and Entrepreneurship
- Emerging Areas in Science & Technology
- AYUSH, Yoga, and Preventive Health
- Skill Development and Employability
- Digital Education and EdTech
- Climate Change, Sustainability, and Water Management
- Inclusive and Value-Based Education
- Include any other topic area

The Final themes and sub- areas for each annual cycle will be decided by a duly constituted committee.

## **4. Categories of Funding and Budget Allocation**

The HSRF will provide grants under two primary categories, with a provision for administrative expenditure:



#### 4.1. Research Grant for Teachers

- **Maximum Grant per Project:** ₹ upto 50 Lakh
- **Number of Projects:** To be decided on the basis of annual budget allocation for each year

#### 4.2. Research Grant for Students

- **Maximum Grant per Project:** upto ₹5 Lakh
- **Number of Projects:** To be decided on the basis of annual budget allocation for each year

#### 4.3. Administrative Expenditure

- **Total Allocation:** ₹1.00 Crore or 5% of the total allocation whichever is higher
- **Purpose:** For operationalizing the scheme, including evaluation, monitoring, and reporting activities.

### 5. Implementation Strategy

#### 5.1. Implementing Agency

The Haryana State Higher Education Council (HSHEC) will serve as the nodal agency for the implementation, monitoring, and evaluation of the HSRF scheme.

#### 5.2. Application and Selection Methodology

HSHEC will manage a transparent and merit-based selection process:

1. **Annual Call for Proposals:** HSHEC will release an annual Call for Proposals, clearly aligned with the identified priority research areas.
2. **Online Application Portal:** Applications will be invited exclusively through a dedicated online portal along with submission of three hard copies. This portal will provide clear guidelines, submission forms, and evaluation rubrics.
3. **Initial Screening:** A Standing Committee, with the option to include subject-based experts wherever required, will conduct an initial screening of all submitted proposals based on predefined criteria, including relevance, methodology, feasibility, and alignment with HSRF objectives.
4. **Presentation and Final Selection:** Shortlisted applicants will be invited to present their project proposals before an Empowered Committee, chaired by the Chairperson, HSHEC. This presentation will allow for detailed discussion and clarification.

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5. **Phased Funding:** Selected projects will receive funding in phases, contingent upon satisfactory progress reports and adherence to milestones.
  6. **Strict Monitoring and Outcome-Based Evaluation:** All funded projects will be subject to strict monitoring and outcome-based evaluation throughout their lifecycle.

### 5.3. Project Implementation Timeline

| S. No. | Activity                                       | Timeline                                                   |
|--------|------------------------------------------------|------------------------------------------------------------|
| 1      | Call for Proposals                             | Within 1 month of receiving grant                          |
| 2      | Scrutiny and Evaluation of Proposals           | 2 months                                                   |
| 3      | Final Selection and First Instalment Disbursal | By end of 3rd month                                        |
| 4      | Mid-Term Review                                | 6/12 months from initial funding (As per project duration) |
| 5      | Disbursal of Final Instalment                  | After successful mid-term review                           |
| 6      | Final Presentation and Outcome Evaluation      | 12/24 months from funding (As per project duration)        |
| 7      | Submission of Utilization Certificate (UC)     | Within 1 month post-completion                             |

## 6. Monitoring and Evaluation Framework

A dedicated **Research Monitoring Cell** will be established under HSHEC to oversee the implementation of the HSRF. The monitoring and evaluation process will be comprehensive and include:

- **Progress Reports:** Regular submission of detailed progress reports by grantees.
- **Field Visits:** On-site visits to HEIs to assess project progress and resource utilization.
- **Mid-Term Reviews:** Formal reviews after 6/12 months of initial funding to assess project trajectory and ensure adherence to objectives.
- **Final Outcome Assessment:** A comprehensive evaluation at the conclusion of the project to measure achieved outcomes against proposed objectives and impact.



- **Mentorship and Linkages:** Projects demonstrating potential for commercialization or significant policy impact will receive further mentorship and may be linked to relevant incubation or startup support schemes.
- **Utilization Certificates (UCs):** Mandatory submission of UCs to ensure proper financial accountability.

## 7. Expected Outcomes of the Scheme

The Haryana State Research Fund (HSRF) is designed to catalyze a transformative shift in the research landscape of Higher Education Institutions (HEIs) across Haryana. By strategically investing in research, the scheme aims to achieve the following outcomes:

### 7.1. Fostering a Robust Research and Innovation Culture in Haryana's HEIs

- **Increased Research Output:** A measurable increase in the number of high-quality research publications in peer-reviewed national and international journals, patents filed, and intellectual property generated by faculty and students.
- **Enhanced Research Collaboration:** Promotion of inter-departmental, inter-institutional, and multidisciplinary research projects, leading to a higher number of joint publications and grants.
- **Culture of Inquiry and Critical Thinking:** Development of a vibrant academic environment where inquiry, critical thinking, and problem-solving are actively encouraged among both faculty and students.
- **Recognition and Awards:** Increased recognition for research excellence among faculty and students at state, national, and international levels.

### 7.2. Developing Research Infrastructure

- **Upgraded Laboratory and Equipment Facilities:** Utilization of HSRF grants to acquire and upgrade state-of-the-art research equipment, laboratory facilities, and specialized software across HEIs.
- **Access to Research Resources:** Improved access for researchers to relevant databases, e-journals, research software, and specialized literature.
- **Shared Research Facilities:** Encouragement of shared research infrastructure and core facilities among HEIs to optimize resource utilization and foster collaboration.

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- **Dedicated Research Spaces:** Establishment or enhancement of dedicated research labs, incubation centres, and innovation hubs, functional research cells, ethics committees, and intellectual property (IP) facilitation cells within HEIs to support and streamline the research process within HEIs.

### 7.3. Improving Faculty Competencies

- **Enhanced Research Skills:** Faculty members demonstrate improved proficiency in research design, methodology, data analysis, grant writing, and ethical research practices through direct involvement in HSRF-funded projects.
- **Increased Research Mentorship:** A rise in the number of faculty members effectively mentoring student research projects, fostering the next generation of researchers.
- **Participation in Advanced Trainings:** Faculty attendance and certification in advanced research workshops, specialized technique training, and intellectual property rights (IPR) awareness programs.
- **Interdisciplinary Expertise:** Expansion of faculty expertise into interdisciplinary and emerging research domains, as driven by the priority areas of the HSRF.

### 7.4. Motivating Students to Pursue Research-Oriented Careers

- **Early Research Exposure:** Increased participation of undergraduate and postgraduate students in hands-on research projects under faculty mentorship.
- **Development of Research Aptitude:** Students demonstrate enhanced critical thinking, problem-solving, analytical, and communication skills through their involvement in research.
- **Pathway to Higher Studies:** A higher percentage of students opting Research based degrees and Ph.D. programs and pursuing careers in research, academia, or R&D sectors.
- **Showcasing Student Innovation:** Greater participation and success of student research projects in regional and national innovation competitions, science fairs, and hackathons.
- **Student Publication and Presentation:** An increase in student-authored or co-authored publications and presentations at academic conferences.

### 7.5. Enabling HEIs to Engage with Local Communities, Industries, and Government to Co-create Practical Solutions



- **Problem-Solving Focus:** Research projects directly address pressing local and regional challenges identified through engagement with communities, industries, and government bodies.
- **Co-creation of Knowledge:** Development of research outcomes that are relevant, actionable, and directly applicable to the needs of local stakeholders, leading to tangible solutions and policy recommendations.
- **Increased Partnerships:** A measurable increase in the number of Memoranda of Understanding (MoUs) and collaborative agreements between HEIs and local industries, NGOs, government departments, and community organizations for research and development.
- **Technology Transfer and Adoption:** Successful adoption of research innovations by local industries or communities, leading to improved practices, products, or services.
- **Community Impact:** Tangible benefits for local communities in terms of improved livelihoods, public health, environmental sustainability, and economic growth resulting from HSRF-funded projects.

#### 7.6. Connecting Faculty and Students with Interdisciplinary and Emerging Research Domains

- **Diversified Research Portfolios:** Faculty and students actively initiate and engage in projects spanning multiple disciplines, reflecting the interdisciplinary nature of contemporary challenges.
- **Foresight in Research:** Exploration of cutting-edge and emerging research domains relevant to Haryana's future needs and global trends.
- **Skill Adaptation:** Acquisition of new skills and knowledge by researchers to effectively address complex, multidisciplinary problems.
- **Networking and Knowledge Exchange:** Increased participation in and organization of interdisciplinary seminars, workshops, and conferences, fostering knowledge exchange and collaboration across various domains.

### 8. Guidelines for Teachers and Students for Submitting Proposals

This section outlines essential guidelines for applicants to ensure clarity and improve the quality of proposals.

#### 8.1. Eligibility Criteria

- **For Teachers:**

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- Must be a regular faculty member (Assistant Professor, Associate Professor, Professor) in a UGC-recognized university or college located in Haryana.
- Should possess a Ph.D. degree.
- Can apply as a Principal Investigator (PI) for one project at a time.
- Co-investigators can be from other departments, institutions, or even industry, fostering multidisciplinary collaboration.
- **For Students:**
  - Must be a bonafide student (Undergraduate, Postgraduate, or Ph.D. scholar) enrolled in a UGC-recognized university or college located in Haryana.
  - Students should have approval from their institutions for applying under this scheme.
  - Must have a faculty supervisor (mentor) from their institution who will guide the project. The supervisor should meet the eligibility criteria for teachers.
  - Students can apply as a Principal Investigator (PI) for one project at a time.

## 8.2. General Guidelines

- **Online Submission:** All proposals must be submitted through the designated HSRF online portal along with submission of three hard copies. **However, in the beginning the proposals may be received through email** along with submission of three hard copies.
- **Adherence to Themes:** Proposals must strictly align with the priority research areas and specific themes announced in the annual Call for Proposals.
- **Originality and Innovation:** Projects should demonstrate originality, innovative approaches, and potential for significant impact.
- **Feasibility:** Proposals must outline a clear, achievable methodology and realistic timeline within the stipulated grant limits.
- **Ethical Clearance:** Projects involving human subjects, animals, or sensitive data must obtain necessary ethical clearances from their institutional ethics committees before commencing research.

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- **Budget Justification:** A detailed and justified budget breakdown is required, clearly indicating how funds will be utilized for research activities (e.g., equipment, consumables, travel, minor honorarium for research assistants). Administrative costs for the institution are covered by the Administrative Expenditure of the scheme.
- **Intellectual Property (IP):** Clarity on IP ownership and sharing agreements should be outlined, especially for collaborative projects. **Haryana Government may have a stake in IP generated from the fund, as per specific guidelines to be issued.**
- **Undertaking:** Applicants will be required to submit an undertaking confirming the originality of the work, ethical compliance, and commitment to project execution and reporting.

#### 9. Budget Allocation Summary during the F.Y 2025-26:

The State Government has provisioned a budget of ₹20 Crore (Rupees Twenty Crore only) for F.Y. 2025-26. The proposed distribution of this budget is given below:-

| S. No. | Category                         | Budget Allocation (Cr) |
|--------|----------------------------------|------------------------|
| 1      | Research Grant for Teachers      | 17.00                  |
| 2      | Research Grant for Students      | 2.00                   |
| 3      | Administrative & Monitoring Cost | 1.00                   |
|        | <b>Total</b>                     | <b>20.00</b>           |

# Format for Project Proposal Submission

## HARYANA STATE HIGHER EDUCATION COUNCIL

### Proposal for research project under Haryana State Research Fund Scheme (Session -----)

|                                                                                |  |
|--------------------------------------------------------------------------------|--|
| <b>1. Application Number</b><br>(To be noted down from the online application) |  |
|--------------------------------------------------------------------------------|--|

|                                                                 |  |                                                                                 |  |
|-----------------------------------------------------------------|--|---------------------------------------------------------------------------------|--|
| <b>2. Applying Under</b>                                        |  |                                                                                 |  |
| Humanities,<br>Social Sciences,<br>Languages,<br>Literature etc |  | Basic Sciences,<br>Engineering &<br>Technology,<br>Agricultural Sciences<br>etc |  |

| <b>2.1 Priority Research Area<br/>(Put tick mark)</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Mention Subject/Title of Research Project</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Agriculture and Rural Development</li> <li>• Industrial Innovation and Entrepreneurship</li> <li>• Emerging Areas in Science &amp; Technology</li> <li>• AYUSH, Yoga, and Preventive Health</li> <li>• Skill Development and Employability</li> <li>• Digital Education and EdTech</li> <li>• Climate Change, Sustainability, and Water Management</li> <li>• Inclusive and Value-Based Education</li> <li>• Any other</li> </ul> |                                                  |

**3. Abstract** (max 300 words)

**4. Introduction of the Proposed Study**(max 500 words)



**5. Review of Literature** (max 1000 words)

**6. Identification of Research Gap** (max. 300 words)

**7. Objectives of the Proposed Study** (Clearly stated specific, measurable, achievable, relevant, and time-bound (SMART) objectives.

**8. Major Research Questions / Hypotheses**

**9. Proposed methodology for the research work** (max. 1500 words)

**10. Innovation/path-breaking aspects of the Proposed Research** (max 200 words)

**11. Expected Outcomes**

**12. Relevance of the proposed study for the state of Haryana** (max 200 words)

**13. Societal relevance of the project**

|                      |                                                     |
|----------------------|-----------------------------------------------------|
| <b>14. Timelines</b> | 6 months:<br>12 months:<br>24 months:<br>36 months: |
|----------------------|-----------------------------------------------------|

**15. Total Grant sought** (in Rs.)

**16. Duration Proposed** (max 2 years)

**17. Proposed budget of the study under expenditure heads with justification**

Budget Estimate:

**Budget details:**

| Sr. No. | Item                | 1 <sup>st</sup> year | 2 <sup>nd</sup> year | Total |
|---------|---------------------|----------------------|----------------------|-------|
| 1       | Salaries/wages      |                      |                      |       |
| 2       | Consumables         |                      |                      |       |
| 3       | Field visits/Travel |                      |                      |       |
| 4       | Contingency         |                      |                      |       |
| 5       | Overheads           |                      |                      |       |
| 6       | Hiring services     |                      |                      |       |
| 7       | Interest            |                      |                      |       |
|         |                     |                      |                      |       |
| 8       | Equipments          |                      |                      |       |
| 9       | Any other           |                      |                      |       |
|         | Total               |                      |                      |       |

## Details of salaries/ Wages

| Sr. No. | Item                        | Number of Persons | Monthly Emoluments | 1 <sup>st</sup> year (Duration for which engaged) | 2 <sup>nd</sup> year (Duration for which engaged) |
|---------|-----------------------------|-------------------|--------------------|---------------------------------------------------|---------------------------------------------------|
| 1       | Research assistant          |                   |                    |                                                   |                                                   |
| 2       | Field staff                 |                   |                    |                                                   |                                                   |
| 3       | Any other( to be specified) |                   |                    |                                                   |                                                   |
| 4       | Total                       |                   |                    |                                                   |                                                   |

## Budget estimate non recurring(s)

| Equipment name | Unit | Price | Quantity | Total cost | Justification |
|----------------|------|-------|----------|------------|---------------|
|                |      |       |          |            |               |

**18. Justification of different heads of budget** (write in 50 words each)

## 1. Research Staff





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2. Field staff

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3. Equipment(s)

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4. Field Visits/Travel

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5. Consumables

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6. Hiring services (s)

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Total cost of the project in Rs =

In words -----

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## Annexure I

### Personal Details of Principal Investigator (PI)

Name of Principal Investigator:

Aadhaar No:

Mobile No:

E mail Id :

Date of Birth:

Gender:

Whether belongs to SC/ST:

### Academic Career

| Standard        | Year | Roll No. | Board/ University | Percentage | Division | Subject(s) |
|-----------------|------|----------|-------------------|------------|----------|------------|
| Matric          |      |          |                   |            |          |            |
| Sr. Sec.        |      |          |                   |            |          |            |
| Graduation      |      |          |                   |            |          |            |
| Post Graduation |      |          |                   |            |          |            |
| Doctorate       |      |          |                   |            |          |            |
| Any Other       |      |          |                   |            |          |            |

### Awards/Prize/Certificate etc won by Investigator

Awards:

Prize:

Certificate:

Any Other:

### Publications (Number only)

Books:

Research Papers:

General Articles:

Patents:

Others:



**Institutional Details of Project Investigator****Institutional Details**

Name of Institution:

Designation:

Department:

Address of Institution:

Telephone No:

Fax:

E-Mail Id:

Bank Details of separate bank account opened by the institution for receiving grant

Institution Name: (in bank account)

Name of the Bank:

Address of Bank:

Account Number:

IFSC Code:

MICR Code:

**Brief CV of the PI**

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### **Declaration**

1. I have no pending liabilities or defaults in relation to any previous grant.
2. I have neither been subjected to any disciplinary action nor found guilty of any offence in my career.
3. The Research Proposal is entirely original and as per the standard ethical guidelines.
4. I have not concealed any information in my application. If HSHEC finds any contrary information at any stage, it may cancel the study out rightly and/or impose any penalty as it deems fit.

Place:

Date:

**Signature of the PI**



### Endorsement from the Head of Institution (To be given on letter head)

Project Title :

Certified \_\_\_\_\_ that \_\_\_\_\_ the  
 \_\_\_\_\_ (University/Col  
 lege/Institute) welcomes participation of Dr./Mr /Ms  
 \_\_\_\_\_ working as \_\_\_\_\_ OR  
 Student of \_\_\_\_\_ having enrolment number  
 \_\_\_\_\_ as the Principal Investigator for the project and that in the  
 unforeseen event of discontinuance by the Principal Investigator, alternate  
 Principal Investigator will assume the responsibility of the fruitful  
 completion of the project (with due information to HSHEC).

Certified that the equipment(s) and other basic facilities and such other  
 administrative facilities as per terms and conditions of the grant, will be  
 extended to the investigator throughout the duration of the project.

University/ College/Institute assumes to undertake the financial and other  
 management responsibilities of the project.

Date:

Place:

**Name and Signature of Head of Institution**

**Seal**

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### **Certificate from the Principal Investigator**

Project Title:

1. I agree to abide by the terms and conditions of the HSHEC research grant.
2. I did not submit the project proposal elsewhere for financial support.
3. I have explored and ensured that equipment and basic facilities will actually be available as and when required for the purpose of the project. I/We shall not request financial support under this project, for procurement of these items.
4. I undertake that permanent equipment procured for the project will be made available to other users as per my connivance however I shall be responsible for the safety and security of the equipment(s).

Items

**Name & Signature of Principal Investigator**

**Seal**

**Counter signed by Head of the  
Institution/Registrar of University**

Seal



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## PROEJCT COMPLETION REPORT

1. Title of the Project:
2. Principal Investigator :
3. Implementing Institution Date of Commencement :
4. Planned date of completion:
5. Actual date of completion:
6. Objectives as stated in the project proposal:
7. Experimental work giving full details of experimental set up, methods adopted, data collected supported by necessary table , charts, diagrams and photographs:
8. Deviation made from original objectives if any , while implementing the project and reasons thereof.:-
9. Experimental work giving full details of experimental set up, methods adopted, data collected supported by necessary table, charts, diagrams & photographs:
10. Detailed analysis of results indicating contributions made towards increasing the state of knowledge in the subject:
11. Conclusions summarising the achievements and indication of scope for future work:
12. Deviations from anticipated outcomes, if any and reasons thereof: NA
13. S&T benefits accrued:
  - i. Manpower trained on the project:
  - ii. Publications:
  - iii. Patents taken, if any:

### **14. Financial Position:**

| S. No | Budget Head          | Funds Sanctioned (Rs.) | Funds Received (Rs.) | Expenditure (Rs.) | Balance (Rs.) | Claims (Rs) |
|-------|----------------------|------------------------|----------------------|-------------------|---------------|-------------|
| 1     | Salary / wages/      |                        |                      |                   |               |             |
| 2     | Consumables          |                        |                      |                   |               |             |
| 3     | Field visit / travel |                        |                      |                   |               |             |
| 4     | Hiring of services   |                        |                      |                   |               |             |
| 5     | Overheads            |                        |                      |                   |               |             |
| 6     | Interest             |                        |                      |                   |               |             |
| 7     | Contingency          |                        |                      |                   |               |             |

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| S. No | Budget Head | Funds Sanctioned (Rs.) | Funds Received (Rs.) | Expenditure (Rs.) | Balance (Rs.) | Claims (Rs.) |
|-------|-------------|------------------------|----------------------|-------------------|---------------|--------------|
| 8     | Equipment   |                        |                      |                   |               |              |
| 9     | Any other   |                        |                      |                   |               |              |
|       | Total       |                        |                      |                   |               |              |

**15. Procurement/ Usage of Equipment:**

**a) Equipment**

| Sr. No | Name of Equipment | Make/Model | Cost(Rs) | Date of Installation | Utilization Rate (%) | Remarks |
|--------|-------------------|------------|----------|----------------------|----------------------|---------|
| 1      |                   |            |          |                      |                      |         |
| 2      |                   |            |          |                      |                      |         |

**b) Plan for utilizing the equipment facilities in future:-**

**Date:**

**Signature & Full Name of Principal Investigator  
with date & Seal**

**Date:**

**Signature and Name of Head of Institution  
with date & Seal  
(Registrar/Principal)**

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11. List of equipment purchased (if any) :

- (a) Name of equipment
- (b) Date of receipt
- (c) Date of installation

12. Difficulties/ problems faced in implementation of the project and suggestions for remedies.

13. Any other relevant information:

Date:

**Signature & Full Name of Principal Investigator  
with date & Seal**

## Haryana State Higher Education Council

Performa for submitted for Mid-Term Progress report of the project

/ Half yearly/ Annual Progress Report

1. Title of the project :
2. Date of start of project :
3. Name of principal investigator and address:
4. Place of work :
5. Objectives:
6. Time schedule of project indicating year wise activities and financial requirements

| Timeline of the proposed work | Year 1               |                      | Year 2               |                      |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|
| Objectives and deliverables   | 1 <sup>st</sup> half | 2 <sup>nd</sup> Half | 1 <sup>st</sup> half | 2 <sup>nd</sup> Half |
|                               |                      |                      |                      |                      |

7. (a) summary of research work done so far viz-a viz time schedule  
(b) Expected date of completion of the project
8. Report of work done so far ( please indicate time versus activity schedule) :
9. Manpower engaged.
10. Details of Head wise & year wise expenditure (as per mid-term deadline)

| Budget head          | Funds Available in Rs | Expenditure incurred in Rs | Balance in Rs. |
|----------------------|-----------------------|----------------------------|----------------|
| Salary / wages       |                       |                            |                |
| Consumables          |                       |                            |                |
| Equipment            |                       |                            |                |
| Field visit / travel |                       |                            |                |
| Hiring of services   |                       |                            |                |
| Overheads            |                       |                            |                |
| Interest             |                       |                            |                |
| Contingency          |                       |                            |                |
| Any other            |                       |                            |                |
| Total                |                       |                            |                |