



कॉलेज ऑफ वोकेशनल स्टडीज  
**College of Vocational Studies**  
(दिल्ली विश्वविद्यालय) (University of Delhi)

संदर्भ संख्या  
Ref. No. CVS

**NOTICE**

दिनांक  
Dated 28-05-2025

**INVITATION FOR MINOR RESEARCH PROJECT PROPOSALS**

Proposals are invited for Minor Research Projects (MRP) from permanent faculty members of the college.

- For single-discipline MRPs, each proposal should include 1 to 2 faculty members and 6 to 8 students.
- For multidisciplinary MRPs, each proposal should include 2 to 4 faculty members and 6 to 10 students.

The maximum grant for each MRP is Rs. 50,000.

The last date for submission of proposals is 10.08.2025.

Applicants are advised to refer to the Guidelines for Minor Research Projects before applying.

*P. K. Biswas*

**Prof. Pradip Kumar Biswas**  
Convenor, Research & Innovation Cell

*[Signature]*

**Prof. Shiv Kumar Sahdev**  
Principal

**Research and Innovation Cell,  
College of Vocational Studies (University of Delhi)**

Triveni, Phase II, Sheikh Sarai, New Delhi - 110017

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**GUIDELINES FOR MINOR RESEARCH PROJECT**

**Objective**

This objective of the Minor Research Project (MRP) is to provide research support to faculty members and students of the college to undertake research in various fields. Under this scheme, teachers will supervise students to enhance their skills to explore innovative research problems and approaches to apply their skills towards solving the problem. The idea of MRP will help students in conducting research and making innovations during under graduation and thereby inculcate seeds of R&D in their mind. For each MRP it is decided to involve 6 to 8 undergraduate students for single discipline, while multidisciplinary project it can involve 6 to 10 undergraduate students, from the college.

**Eligibility**

- Applicant (Principal Investigator) should be a permanent faculty member of the College of Vocational Studies.
- A faculty member, who once received a project grant under this scheme, will be eligible to apply again after a gap of one year from the date of completion of earlier project.
- For single discipline projects, maximum two faculty members can apply in one project involving 6 to 8 undergraduate bonafide students of the college. If two faculty members are involved in one project, then both will be designated as Principal Investigator. However, one of them will be the convener and they will decide this among themselves and mention it in research proposal.
- For an interdisciplinary project, 2 to 4 faculty members can apply involving 6 to 10 students. All the faculty members will be designated as Principal Investigator. However, they will choose one of them as the convener and mention it in the research proposal.

### **Duration and Nature of Support**

1. Duration: 1 Year
2. Maximum Grant: Rs. 50,000/-
3. The research grant should be used for small equipment, consumables, field visits, and contingencies.
4. Contingency and travel heads should not exceed 40% of the total sanctioned amount of the project.
5. Ensure that all research conducted under the Cell adheres to the highest ethical standards, fostering integrity and responsibility in academic work.
6. Encourage interdisciplinary research collaborations to address complex global and local issues through diverse academic perspectives.
7. Maximum number of MRPs that will be sanctioned and funded across all disciplines is six, and for a single discipline it is limited to two.

### **Selection and Mode of Application**

1. The application form along with a proper research proposal should be submitted to college before the last date. See below *Complete Guidelines for Principal Investigator*.
2. Proposals are to be submitted in both PDF and Word formats.
3. Proposals shall be evaluated through a peer review process.
4. List of selected proposals will be displayed in the college website and also be communicated to the convenors.

### **Plagiarism**

1. Proposals submitted must be original. Proposals are liable to be rejected if found plagiarized.

### **Other Requirements**

1. At least one research paper must be published from the sanctioned project in journals listed in UGC CARE list/ Scopus.
2. It is mandatory to make all associated students of MRP as co-authors.
3. PI(s) have to submit mid-term progress report of the project which will be evaluated by the college.

4. Upon written request from the PI(s), college may give an extension up to six months for completion/ publication of research project outcome, without any financial assistance.
5. Final report and research outcomes of the MRPs are to be presented before the Research and Innovation Cell.
6. After completion of the project, Utilization Certificate should be submitted to the college within a maximum of one month from the date of completion.

## **COMPLETE GUIDELINES FOR PRINCIPAL INVESTIGATOR(S)**

### **A. Required Documents**

- i. Research Proposal (in PDF and Word) (Prescribed Templates)
- ii. Bio Data of Principal Investigator(s) (Prescribed Template)
- iii. Certificate from Principal Investigator(s) (Prescribed Template)
- iv. Certificate from Students Associated with the project (Prescribed Template)

### **B. Research Proposal**

**Main theme of the intended research including its rationale:** (Maximum 1page)

**Contemporary Relevance/ Research Gap/ Novelty in the Proposed Project**  
(Maximum 1page)

### **C. Work Plan**

**Methodology:** It should contain details of how each of the objectives will be addressed.

**Time Schedule of activities giving milestones** (Maximum 1/2 page)

**Select Bibliography** (Maximum 1 page)

**Proposed Budget**

*(Elaborate the fund requirement under each required heads)*

**Summary of roles/responsibilities for all Investigator(s):**

*(If the proposal contains more than one Investigator, clearly mention the role of each Investigator in the proposed project)*

S. No.	Name of Investigation	Roles/Responsibilities

**Summary of roles/responsibilities for all associated student(s):**

*(Write down the role of each student in the proposed project)*

S.No.	Name of Student	Course & Department	Contact No. & Email Address	Roles/ Responsibilities

**BIO-DATA of the PI**

**Name:**

**Email:**

**Contact Number(s):**

**Department:**

**Gender:**

**Academic Qualification (Undergraduate Onwards):**

Degree	Year	Subject	University/ Institution	% of marks

**Work experience (in chronological order):**

S. No.	Positions held	Name of the Institute	From	To	Pay Scale

**Professional Recognition/ Award/ Prize/ Certificate, Fellowship received by the applicant:**

S. No.	Name of Award	Awarding Agency	Year

**Publications (*List of papers published in last 5 years, in year wise descending order*).**

S. No.	Author(s)	Title	Name of Journal	Volume	Page	Year

**Books/Reports/Chapters/General articles etc in last 5 years:**

**Details of Projects completed/ongoing by Principal Investigator:**

S. No.	Title	Fund Received	Duration	Role as PI	Funding Agency

**Any other relevant Information**

**Certificate from the Investigator(s)**

**The Project:**

It is certified that

- This project proposal is not currently under consideration elsewhere for financial support.
- The proposed research work does not in any way duplicate the work already done or being carried out elsewhere on the subject.
- We/I agree to abide by the terms and conditions of the Minor Research Project Scheme of the College of Vocational Studies.

Name and signature of Principal Investigator(s):

Date:

Place:

## **Certificate from Student(s)**

### **Project Title:**

It is certified that

- We are well aware that the work in this project is in addition to the course work at the College of Vocational Studies and we will be able to do the project work without hampering the latter.
- We are aware that we will not be given any financial compensation/benefit for working in the project.
- We are not compelled to work in the project and we have taken consent from our parents to work in the project.
- We agree to abide by the terms and conditions of the Minor Research Project Scheme of the College of Vocational Studies.

Name and signature of Student(s):

Date:

Place: