

**Centre of Excellence for Disability Studies**  
**(A unit under LBS Centre for Science and Technology)**  
**LBSITW Campus, Poojappura, Thiruvananthapuram**

**Scheme at a glance for Research Assistance in Technological Aspects in Disability Studies**

The objective of this scheme is to provide financial assistance to carryout research in the area of Technological aspects in disability studies and develop implements to aid physically challenged. Any faculty member with an innovative idea working in Government, Government Aided or Government cost-sharing Engineering college/Medical College/Polytechnic /other colleges in Kerala can apply for financial assistance under this scheme. Also, any qualified person with disability (with 40% &above disability) can apply through Government Engineering college/Medical College/Polytechnic in Kerala for financial assistance. The research project shall be carried out in an Engineering college/Medical College/Polytechnic college (Government, Government Aided or Government cost-sharing institutions) in Kerala. One of the faculty members who is currently working in the institution shall be co- investigator/guide. The maximum eligible funding for a project will be **Rs. 4,00,000/-**. Depending on the merit of the project this amount will be decided by the Research Advisory committee (RAC). The application for financial assistance in the prescribed format should be submitted in triplicate to the Director, Centre of Excellence for Disability Studies (CeDS), Thiruvananthapuram. The investigators shall make a presentation of the project before the Research Advisory Committee.

Subject to the availability of funds, proposals for financial assistance will be screened and approved by the Research Advisory Committee, which will subsequently be sanctioned by the Director(i/c), CeDS. Funds will be released in installments through the head of the institution where the project is being carried out. The progress report and utilization of funds shall be reported in every three months. The final report, statement of expenditure, utilization certificate, equipment(s) purchased (if any) and the products developed (if any) shall be submitted to CeDS immediately after successful completion of the project.

# **Centre of Excellence for Disability Studies**

**Rules & Regulations  
and  
Application format**

**Scheme for Research Assistance in Technological  
Aspects in Disability Studies**

# **CENTRE OF EXCELLENCE FOR DISABILITY STUDIES**

## **LBSITW CAMPUS, POOJAPPURA, THIRUVANANTHAPURAM-695012.**

### **Scheme for Research Assistance in Technological Aspects in Disability Studies**

#### **Introduction**

The objective of this scheme is to provide financial assistance to carryout research in the area of Technological Aspects in disability studies and develop implements to aid physically challenged.

#### **Eligibility (who can Apply)**

Any faculty member with an innovative idea working in Government, Government Aided or Government cost-sharing Engineering college/Medical College/Polytechnic /other colleges in Kerala can apply for financial assistance under this scheme. Also, any qualified person with disability (with 40% & above disability) can apply through the faculty of any Government Engineering college/Govt. Medical College/Govt. Polytechnic in Kerala for financial assistance under this scheme. The research project shall be carried out in an Engineering college/Medical College/ Polytechnic college (Government, Government Aided or government cost-sharing institutions). One of the faculty members who is currently working in the institution shall be co-investigator/guide.

#### **Guidelines**

1. The application for financial assistance in the prescribed format should be submitted in triplicate to the Director (i/c), Centre of Excellence for Disability Studies (CeDS), LBSITW Campus, Poojappura, Thiruvananthapuram-695012. The person with disability who is not a faculty member should submit the 'Certificate of Disability' from the District Medical board certifying the degree of percentage of disability issued **not earlier than 12 months** prior to the last date of submission of application along with the application form.
2. The investigators are requested to submit a detailed proposal in the "Prescribed Format" in the address mentioned above on or before the notified due date, so as to enable, CeDS to sanction proposals scrutinized and recommended for funding by the expert committee.
3. Item wise financial estimates should be mentioned clearly in the proposal submitted, showing rates, quantity and total for each item. The maximum allowable expenditure for consumables, travel and other expenses for a project shall not exceed 20%, 10% and 10% of the total estimate respectively.

#### **Rules**

1. These rules are called the 'Rules for Grant of Research Assistance' in technological aspects in Disability Studies.

2. Under these rules financial assistance will be granted to the investigators (any **person with disability**\* (minimum a graduate in Science /Diploma holder in Engineering) with an innovative idea and/or a faculty who is working in an Engineering College/Medical College /polytechnic college/ other colleges in Kerala) for conducting research projects related to technological aspects in Disability Studies. (\*As per the PWD ACT, 'Person with Disability' means a person suffering from not less than 40% of any disability as certified by a medical authority. *Generally, candidates who have a minimum of 40% disability alone will be eligible to apply for this quota. Hence candidates seeking financial assistance will have to satisfy the eligibility criteria prescribed by the concerned regulatory bodies for 'Persons with Disabilities'. No certificate other than the mentioned above will be considered for determining disability*) .

**\*Persons with different types of disabilities like**

- 1. Blindness**
- 2. Low vision**
- 3. Leprosy-cured**
- 4. Hearing impairment**
- 5. Loco-motor disability**
- 6. Mental illness**

3. Financial assistance may be limited to specific items of expenditure or to cover a part of the expenditure on the whole function.

**4. Funding Norms**

- a. The maximum eligible funding for a project is limited to Rs.4,00,000/-.
- b. Subject to availability of funds, proposals for financial assistance will be screened and approved by the RAC, which will subsequently be sanctioned by the Director(i/c), CeDS.
- c. The investigators shall make a presentation of the outcome of the research before the RAC constituted for the purpose.

- d. The CeDS reserves the right to order verification/audit of accounts by any officer authorized by it and is open to audit by Accountant General. The accounts shall be kept safely for a **minimum period of three years**.
- e. The recipient and the institution shall comply, with such other conditions as may be suggested in the 'guidelines' issued in this regard from time to time.
- f. The sanction of research assistance under this scheme does not automatically entail any right to the investigators for further claims of funding from CeDS.
- g. The equipment(s) purchased for the project and products developed will be the property of CeDS and on completion of the project shall be transferred to CeDS.

In addition to the above, all other norms will be as mentioned in the Agreement Form as shown below.

1. The release of sanctioned fund will be as per the following format.  
Advance amount -50%  
After submitting the SE & UC for the 50% and progress report- 40%  
After submission of final report and UC & SE -10% (if necessary)
2. On completion of the project, three copies of the final project report on the work done should be sent to the CeDS along with the utilization certificate (UC) and statement of expenditure (SE). The Utilization Certificate and Statement of Expenditure should be countersigned by the Principal/Head of the Institution.
3. The institute will maintain separate audited accounts for the project audited by an external approved auditor.
4. The institute will not entrust the implementation of the work for which the grant is being sanctioned to another institution nor will it divert the grant receipts to another institute as assistance.
5. The CeDS reserves the right to terminate the project at any stage if it is convinced that the grant has not been properly utilized or appropriate progress is not being made. In addition, the CeDS may designate Scientist/Specialist or an Expert Panel to review the work done if necessary.
6. If the Principal Investigator to whom the project has been sanctioned wishes to leave the Institution where the project is based, the Institute/Principal Investigator will inform the same to the CeDS and in consultation with CeDS, initiate steps to ensure successful completion of the project, before relieving the Principal Investigator.
7. The researcher hereby agrees to submit a progress report of his/her work in every three months to CeDS without the necessity of issuing additional intimation from CeDS.
8. Investigators must acknowledge the CeDS in reports and technical/scientific papers published based on the research work done under the project.
9. If the results of research are to be legally protected by way of patent/copy rights etc. the results should not be published without action being taken to secure legal protection for

the research results and the same need to be intimated to CeDS.

10. The knowledge generated from the project will be the property of CeDS and should be properly acknowledged. Transfer of technology generated shall be done in consultation with the CeDS.
11. If commercial benefits are derived from the knowledge generated from the projects, 50% of such gains shall be shared with CeDS subject to a maximum of the amount sanctioned by CeDS for that project.
12. The CeDS may enforce additional guidelines for the operation of the project from time to time and the Institution/Investigators are required to observe such directions in the conduct of the research work.
13. The equipment(s) purchased for the project and products developed will be the property of CeDS and on completion of the project shall be transferred to CeDS.
14. The maximum period of the extension of the research work allowable by the RAC is one year. This one year extension can be granted only after the approval of the RAC.
15. Research work which are not completed within the initial sanctioned period nor obtained any extension sanction will be liable for 100% refund of the sanctioned amount with 18% interest.
16. Institutions impinged with clause 19 will be debarred from submitting any research proposal in the succeeding five years commencing from the date of issue of refund direction from CeDS
17. Unspent amount if any in respect of sanctioned project should be remitted back to CeDS with prior intimation and sanction. This unspent balance amount should be remitted immediately after the completion of the research work and final settlement of accounts.
18. Non refund of unspent balance amount will lead to appropriate legal procedures. Such institutions will not be permitted to submit research proposal in the subsequent three years.

**CENTRE OF EXCELLENCE FOR DISABILITY STUDIES**  
**LBSITW CAMPUS, POOJAPPURA, THIRUVANANTHAPURAM-695012.**

**Application format for Research Assistance in Technological Aspects in  
Disability Studies  
(for faculty member)**

1. Title of the Project (150 ch.):
2. Name and address of Investigator:  
*(Cell No. and e-mail id are mandatory)*
3. Qualification of the investigator
4. Name and address of Co-Investigator/Guide:  
*(Cell No. and e-mail id are mandatory)*
5. Broad subject area/field of classification:
6. Project type(s) (Basic Research/Applied Research/Developmental/Demonstration/Others)
7. Broad objectives of the project (300 ch):
8. Applications/Socio-economic importance (The relevance, if any, to the utilization and management of resources of the State)
9. Abstract (500 ch.)
10. Details of state of the art in the research area and literature review done by the investigator
11. Details of any preliminary work done by the investigators
12. Particulars of equipment required
13. Particulars of any other facilities required
14. Particulars of the facilities that will be provided by the institution where this project will be implemented
15. Whether the project was submitted to any other organization for financial support, If so, the names of the institutions and their decisions may be indicated
16. Whether at present receiving support from any other organization other than your present department. If so, full particulars of these may be given

17. Budget estimate for the project

<b>Sl. No.</b>	<b>Particulars</b>	<b>Amount (Rs.)</b>
1	Equipment/Software	
2	Consumables	
3	Research Literature	
4	Travel	
5	Other (specify)	
6	Contingencies	
Total		

18. The sources of funding the project including funds from other agencies from which financial assistance is obtained/expected to be obtained, and the quantum of assistance from each agency :

19. Quantum and nature of assistance expected from the CeDS :

20. Whether grant under this scheme has been availed earlier by the investigator :  
(If so, provide details):

### **Declaration**

Certified that the details furnished above are correct to the best of my knowledge and belief and that the amount of financial assistance, if granted, will be utilised for the purpose for which it is granted within the time prescribed by CeDS. I also undertake to abide by the rules and other conditions prescribed by the grantee.

Name and Signature  
of the Co-Investigator /Guide

Name and Signature  
of the Principal Investigator

### **Certificate**

Certified that the details given above are correct to the best of my knowledge. The facilities of the institution will be made available to the investigators for carrying out the research work.

**Name & Signature of the  
Head of Institution**

*Place:*  
*Date:*

*(Office Seal)*



**CENTRE OF EXCELLENCE FOR DISABILITY STUDIES  
LBSITW CAMPUS, POOJAPPURA, THIRUVANANTHAPURAM-695012.**

**Application format for Research Assistance in Technological Aspects in  
Disability Studies**

**(for person with disability\* who is not a faculty member)**

1. Title of the Project (150 ch.):
2. Name and address of Investigator:  
(Cell No. and e-mail id are mandatory)
3. Qualification of the investigator
4. Name and address of Co-Investigator/Guide:  
(Cell No. and e-mail id are mandatory)
5. Broad subject area/field of classification:
6. Project type(s) (Basic Research/Applied  
Research/Developmental/Demonstration/Others)
7. Broad objectives of the project (300 ch):
8. Applications/Socio-economic importance (The relevance, if any, to the utilization and management of resources of the State)
9. Abstract (500 ch.)
10. Details of state of the art in the research area and literature review done by the investigator
11. Details of any preliminary work done by the investigators
12. The Name of the Institution where he/she desires to do the project
13. Particulars of equipment required
14. Particulars of any other facilities required
15. Particulars of the facilities that will be provided by the institution where this project will be implemented.
16. Whether the project was submitted to any other organization for financial support, If so, the names of the institutions and their decisions may be indicated
17. Whether at present receiving support from any other organisation other than your present department. If so, full particulars of these may be given
18. Budget estimate for the project

Sl. No.	Particulars	Amount (Rs.)
1	Equipment/Software	
2	Consumables	
3	Research Literature	

4	Travel	
5	Other (specify)	
6	Contingencies	
Total		

19. The sources of funding the project including funds from other agencies from which financial assistance is obtained/expected to be obtained, and the quantum of assistance from each agency :
20. Quantum and nature of assistance expected from the CeDS :
21. Whether grant under this scheme has been availed earlier by the investigator : (If so, provide details):

**Declaration**

Certified that the details furnished above are correct to the best of my knowledge and belief and that the amount of financial assistance, if granted, will be utilised for the purpose for which it is granted within the time prescribed by CeDS. I also undertake to abide by the rules and other conditions prescribed by the grantee.

Name and Signature  
of the Co-Investigator /Guide

Name and Signature  
of the Principal Investigator

**Certificate**

Certified that the details given above are correct to the best of my knowledge. The facilities of the institution will be made available to the investigators for carrying out the research work.

**Name & Signature of the  
Head of Institution**

*Place:*

Date: (Office Seal)

**UTILIZATION CERTIFICATE**

Certified that out of Rs. .... (Rupees.....  
.....only) sanctioned by Centre of Excellence for Disability  
Studies as per Sanction Order No.....towards Research assistance for the  
project titled ‘.....’,  
an amount of Rs.....(Rupees..... only)  
was utilized for the purpose for which it was sanctioned, leaving a balance of  
Rs.....(Rupees.....only) at  
the close of the project as shown in the Statement of Expenditure annexed.

**Name & Signature  
of Principal Investigator**

**Name & Signature  
of Accounts officer/  
Chartered Accountant**

**Name & Signature  
Head of the Institution**

Office Seal

**STATEMENT OF EXPENDITURE**

Sanction Number:

Project Title:.....

.....

Name of Institution: .....

<b>Receipts</b>	<b>Amount (Rs.)</b>	<b>Payments</b>	<b>Amount (Rs.)</b>
1. Amount sanctioned from CeDS		1.	
		2.	
		3.	
Total		Total	

**Certified that I have exercised all kinds of checks to see that the grant has been utilized for the purpose for which it was sanctioned by CeDS.**

**Name & Signature  
of Principal Investigator**

**Name & Signature  
of Accounts officer/  
Chartered Accountant**

**Name & Signature  
Head of the Institution**

Office Seal