

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

**Scheme a glance for Financial Assistance to Student Projects in Technological**  
**Aspects in Disability studies**

The objective of this scheme is to provide financial assistance to the students of Engineering Colleges/Polytechnic colleges/Other Colleges in Kerala for carrying out projects related to the area of Technological aspects in disability studies for the development of implements for aiding physically challenged. Students who are currently studying PG/B.Tech/Diploma can apply for financial assistance under this scheme through the Head of institution. The application for financial assistance in the prescribed format should be submitted to the Director(i/c), CeDS, Thiruvananthapuram prior to the notified due date, so as to enable, CeDS to sanction proposals scrutinized and recommended for funding by an expert committee. Financial assistance may be limited to specific items of expenditure or to cover a part of the expenditure on the whole function. Each project will be eligible for a maximum assistance of Rs.50,000/-. A batch of project may consist of 3 to 5 students. Grant will be released through the Head of the institution on completion of the project, submission of report, Utilization certificate, Statement of Expenditure and presentation before an expert committee (Grant will be reimbursed only for the projects which are sanctioned by the CeDS).

# **Centre of Excellence for Disability Studies**

**Rules & Regulations  
and  
Application format**

**Scheme for Financial Assistance to Student Projects**

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

## **Financial assistance for Student Project in Technological Aspects in Disability Studies**

### **Introduction**

The objective of this scheme is to provide financial assistance to the students of Engineering Colleges/Polytechnic colleges/Other Colleges in Kerala for carrying out projects related to the area of Technological aspects in disability studies for the development of implements for aiding physically challenged.

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

Students who are currently studying PG/B.Tech/Diploma at Engineering Colleges/Polytechnic colleges/Other Colleges in Kerala can apply for financial assistance under this scheme through the head of institution.

### **Guidelines**

1. The application for financial assistance in the prescribed format should be submitted to the Director(i/c), CeDS, LBSITW Campus, Poojappura, Thiruvananthapuram-695012.
2. The students are requested to submit a brief proposal in the “Prescribed Format” in the address mentioned above on or before 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 financial assistance to student projects’.
2. Under these rules, financial assistance may be granted to the students pursuing PG/B.Tech/Diploma in Engineering Colleges/Polytechnic colleges/Other Colleges in Kerala for undertaking projects related to development of implements for physically challenged.
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. Each project will be eligible for a **maximum assistance of Rs.50,000/-**.
- b. The applications should be forwarded by the guide through the Head of institution.
- c. Subject to availability of funds, proposal for financial assistance will be screened and approved by the duly constituted committee, which will subsequently be sanctioned by the Director(i/c), CeDS.
- d. Financial assistance will be released on completion of the project, submission of report and presentation before the expert committee.
- e. The final report, Utilization certificate and Statement of expenditure (two copies) shall be furnished to **The Director (i/c), CeDS** within one month from the completion of the project.
- f. The accounts should be audited by the accounts officer of the institution/Chartered Accountant.
- g. 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**.
- h. The recipient organization shall comply, with such other conditions as may be suggested in the 'guidelines' issued in this regard from time to time.

#### 5. Terms and Conditions

- a. The scheme is constituted for the purpose of providing assistance in the form of grant to students for carrying out projects with particular relevance to the developing implements for aiding physically challenged.
- b. The date of start of the project should be intimated by the Institution authorities/Principal Investigator to CeDS. It will, in no case be later than one month after the receipt of the sanction letter.
- c. Investigators must acknowledge the CeDS in reports and technical/scientific papers published based on the research work done under the project.

- d. 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.
- e. The knowledge generated from the project will be the property of CeDS and should be properly acknowledged. Transfer to technology generated shall be done in consultation with the CeDS.
- f. The CeDS may enforce additional guidelines for the operation of the student project from time to time and the Institution/Investigators are required to observe such directions in the conduct of the research work.

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

1. The amount sanctioned for the project shall be deposited in the account of Head of the institution where the Principal Investigator works. The sanctioned amount will be released only after the review of the complete work done subject to the remarks of the research advisory committee of CeDS.  
(Name of A/c: **CeDS Research Seed Money** – File No.)
2. The utilization of funds shall be as mentioned in the sanction order.
3. Purchase of computers/peripherals is not allowed unless specifically mentioned in the sanction order.
4. The purchase of equipments shall be in accordance with the Store purchase rules of Government of Kerala.
5. All equipment purchased will be the property of CeDS and the stock entry of the items purchased shall be maintained in the institution where the Principal Investigator (Guide of the research project) works, once the project is approved for funding after the final review of completed work and once the fund is released by CeDS.
6. The stock entries of consumables purchased shall also be done in the consumables stock register of the institution where the Principal Investigator (Guide of the research project) works.
7. The project report of the Research/project shall be submitted to the CeDS.
8. The Researchers/ Principal Investigator hereby agree to submit progress report of their work in every three month to CeDS without the necessity of issuing additional information from CeDS.
9. The Principal Investigator (Guide of the research project) has to appear for periodic review meeting conducted by the CeDS to assess the progress of the work.
10. On completion of the project, detailed report of the research work, audited statement of account and Utilization Certificate duly attested by the head of the institution shall be

submitted within 4 weeks.

11. On all publications resulting from the finding of the research/project of CeDS due acknowledgement shall be given to CeDS.
12. The maximum duration of the project is 6 months for Research Seed Money from the date of commencement of the project. Further extension is subject to the discretion of research advisory committee of CeDS.
13. The date of commencement of the project shall be the date of the agreement signed between CeDS and the Principal Investigator (Guide of the research project) /Head of the institution.

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

**APPLICATION FOR GRANT FOR STUDENT PROJECT IN  
TECHNOLOGICAL ASPECTS IN DISABILITY STUDIES  
(To be submitted in 3 copies )**

1. Title of the Research Proposal (150 ch.)
2. Project Type(s) (Basic Research/Applied Research/Developmental/Demonstration/Others)
3. Broad objectives of the project
4. Applications/Socioeconomic importance (The relevance, if any, to the utilization and management of the resources of the State)
5. Abstract (300 ch.)
6. Name(s) of investigator (s)
  - (a) Student Investigator(s)
    - 1.
    - 2.
    - 3.
    - 4.
  - (b) Guide

[Bio data of (a) & (b) to be attached, Email-id & Phone Number mandatory]
7. Particulars of equipment required
8. Particulars of any other facilities required
9. Particulars of the facilities that will be provided by the institution where this project will be carried out
10. Whether the scheme was submitted to any other organization for financial support, If so, the names of the institutions and their decisions may be indicated.
11. Whether at present receiving support from any other organisation other than your present department. If so, full particulars of these may be given
12. Budget Details: Estimated expenditure

No.	Items	Amount (Rs.)
1.	Consumables	
2.	Equipments	
3.	Travel	
4.	Research Literature	
5.	Other (specify)	

6.	Contingencies	
	Total	

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 utilized for the purpose for which it is granted within the time prescribed by CeDS. I/We also undertake to abide by the rules and other conditions prescribed by the grantee.

**Signature of Investigators:  
Name, Address & Telephone No:**

**Signature of Guide:  
Name, Address & Telephone No:**

**Recommended**

**Place:  
Date:**

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

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 financial assistance for the  
project titled ‘.....’,  
an amount of Rs.....(Rupees .....  
.....only) was utilized for the purpose for which it was  
sanctioned, as shown in the Statement of Expenditure annexed.

**Name & Signature  
of Investigators**

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

**Name & Signature  
of Guide**

**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 CDS		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 Investigators**

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

**Name & Signature  
of Guide**

**Name & Signature  
Head of the Institution**

Office Seal