



## SRIMANTA SANKARADEVA UNIVERSITY OF HEALTH SCIENCES

(A State University of Govt. Assam)

Narakasur Hilltop, Bhangagarh, Guwahati-32, Assam, India

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No. SSUHS/60/2020

### **Guidelines for Research**

1. The duration of each project is usually limited to 12 months extendable to a maximum of 24 months, on receipt of annual report and UC/SE of the previous year.
2. The project will be awarded under two categories Basic and Clinical research. The investigator should indicate on the application form the category (Basic or Clinical, Faculty) under which the project should be considered.
3. The projects are funded to a maximum limit of Rs. 5 lacs per annum . Justification for budget should be reasonable and in detail. Funds will be sanctioned in installments on request. Funds can be utilized for purchase of consumables: chemicals/regents/kits/disposables/micropipettes, Stationery (office and computer), photocopying, postage. Permanent equipments are not allowed.
4. Projects which deal with local health problem of North-East, which are novel and feasible, which can change Health Practices will be preferred.
5. Junior Faculty ( Assistant / Associate Professors) will be given preference over Senior faculty (Professors), to encourage and guide them.
6. Only one Project will be granted to one Researcher to give the opportunity to more
7. Registration of Ph.D. students will be allowed under this scheme
8. No staff salaries other than Research assistant, if considered appropriate only are allowed under this grant
9. Contingency is not allowed under this grant
10. The applicants are advised to obtain the requisite Ethical Clearances (Institutional Ethics Committee/Animal Ethics Committee/Biosafety Committee/DCGI/HMSC) and submit a copy of the same alongwith the application to save time. Funds cannot be sanctioned without these clearances. If you have submitted the project for ethical approval, a copy of the receipt/acknowledgement may be submitted along with you proposal
11. The investigator must submit an interim report at 6 months and final report at the completion of project. Progress of research work will be reviewed by the Project Advisory and Monitoring Committee at the end of the project, before sanction of the final grant amount. The investigator may be asked to present the results before the project review committee of the University. This will be a requirement for extension of grant the project for the 2nd year if asked for

12. The following schedules should be adhered to:
  - i) New Projects last date for Submission
  - ii) Last date for submission of Annual Report.
  - iii) Utilization Certificate for ongoing projects to be submitted on time
13. All submitted research proposals will be peer reviewed and the Project Investigator will be invited to make a presentation before the Project Review Committee:
  1. All faculty members Professor, Additional Professor, Associate Professors and Assistant Professors, Students of Institutions affiliated to SSUHS are entitled to the funding of the projects.
  2. Collaborative projects involving more than one department should be discussed with all investigators. Only those directly involved in the work should be co-investigators.
  3. Projects should be forwarded by the **HOD of PI**. Students project proposal should have a Faculty as Co-Investigator, and forwarded by HOD.
  4. Progress of research work will be reviewed by the University Project Monitoring Committee every 6 months through presentation by the investigators. The annual report of the sanctioned project will be presented by the PI during the Research Committee meeting.
  5. All presentations made before the committee should be structured and consist of 10-12 slides for progress report of old projects.
  6. Selection of project will be made on merit basis.
  7. Project funds will have to be returned if work not completed in appropriate manner, undertaking for the same will have to be done, and the PI will be black listed.
  8. In case of resignation/ transfer/ leaving the project of PI, the co-PI must take the responsibility of all matters related to the project.

## **Application format**

1. Names , signature of PI, Co-PI
2. Brief biodata of PI, CO-PI
3. Title
4. Summary + Full Proposal+ proforma
5. Introduction
6. Hypothesis (where applicable)
7. Key words.
8. Aims
9. Objectives
10. Material & Methodology
11. Flowchart
12. Statistical Methods
13. Review of Literature with emphasis on research of last 5 years
14. References
15. Proforma.



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**PROFORMA FOR PROGRESS REPORT OF RESEARCH GRANT PROJECT**

**PART I: GENERAL INFORMATION**

1. Project Title
  
2. Project Started on
  
3. Duration
  
4. Funds
  - a. Sanctioned
  
  - b. Utilized will Unitization Certificate signed by PI & Co-PI with bills.
  
5. Principal Investigator
  
6. a. Co-Investigator-I
  - b. Co-Investigator-II

**PART II : TECHNICAL REPORT**

7. Objectives- Primary/Secondary
  
8. Work done
  - Methods
  
  - Results
  
  - Discussion
  
  - Conclusion
  
  - Implications/Outcomes
  
9. Summary of the results  
(1000 words in “background objectives, methodology results, key words and conclusion” format)
  
10. Publications



