



भारतीय प्रौद्योगिकी संस्थान खड़गपुर
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

No. MS/B-1(201)/2021/3192
Dated: 11th October, 2021

M E M O

The undersigned is directed to convey that the Board of Governors at its 201st meeting held on 01.09.2021 noted for approval of the Faculty Start-up research Grant (FSRG) Policy 2021 with minor changes in the “required item for Faculty Start-up Research Grant Request at Point -2”, page No. 146 of Annexure of Agenda No. BoG 201-6. The Point -2 would be read as follows:

Properly executed “Faculty Start-up Research Grant Request Form” (typically 40% of the Project budget is to be explored via extramural grant, including research grants of Government/ Private funding agencies and Industrial support). Details are given in the **Annex**.

This is for information and necessary action please.

Encl: As stated


Registrar &
Secretary, BOG

To

1. All Deans
2. Registrar

Copy to :

1. Secretary to Director
2. Secretary, Deputy Director's Office
3. Secretary, Registrar's Office
4. Web Notice Board

BoG: 201-6

FACULTY START UP RESEARCH GRANT (FSRG) POLICY, 2021

Indian Institute of Technology Kharagpur

IIT Kharagpur is planning to introduce a new policy of supporting newly joined faculty members with start up research grant, replacing the previous ISIRD scheme. The vision of this new scheme is to go beyond the purview of providing a mere seed grant for these faculty members, but rather fostering a mechanism for holistic support via structured mentorship on research program and proposal development, engagement in research-oriented team work involving interdisciplinary and multidisciplinary members mentored by expert and experienced seniors etc. The support will also include identifying a target funding agency upfront, so that the proposal may be structured and formatted as per their specific requirement. The central idea will be to provide a platform to the newly joined faculty member to develop a strong research proposal for extramural support, with a part of the background work being funded by an intramural start up grant. The gamut of this complementary intramural support shall be unrestrictive in principle, and may be ascertained on a case to case basis as per recommendation of an empowered internal review cum mentoring committee.

In consultation with the Unit Head, the newly joined faculty member shall be strongly encouraged to submit a proposal of the envisaged research program along with specific budget for their start-up costs to the office of the Dean, SRIC, within twelve months of their joining. Sufficient detail in the research plan is needed to enable the Institute to determine the internal investment that will lead to the development of a productive research program centered around that proposal. The Institute will foster various mechanisms for internal review and mentoring to strengthen the proposal in an effort to enhance the possibilities of a positive outcome when assessed by an extramural funding agency in a competitive framework.

REQUIRED ITEMS FOR FACULTY START-UP RESEARCH GRANT REQUEST

1. A detailed proposal inclusive of requested intramural and extramural support in a format as per the requirement of a target funding agency.
2. Properly executed "Faculty Start-up Research Grant Request Form" (typically 40% of the Project budget is to be explored via extramural grant, including research grants of Government/ Private funding agencies and Industrial support).
3. Candidate's CV.
4. Brief (max. 3 pages) description of the proposed research program, including plan to become: a) self-sustaining and b) successfully competitive for completely independent external funding for the future.
5. Itemized budget (with reasonable estimates, quotes are not needed; all major items should be listed).

TERMS AND CONDITIONS

1. Full proposal for extramural support, of which the start-up grant may be a sub-component, shall be first reviewed internally by an expert panel constituted by the Dean, SRIC. After deliberations and possible modifications, the eligibility of the start-up grant shall be confirmed on recommendation of this committee. The committee will not merely review the proposal as a critic, but will provide due guidance and mentoring towards improvement and refinement as per the specific requirement.
2. A start-up grant is to be approved only when the mentioned complementary project proposal is submitted for extramural funding, with the start-up grant being clearly shown as the Institutional contribution to the budget of the extramural grant being applied for.

3. A portion of the start-up grant as seed research funding shall be released on submitting the extramural grant and the remaining on approval of the extramural research grant application. The amount of the initial release shall depend on the specific nature of the envisaged research work and the immediate needs, as vetted by the expert panel.
4. Start-up funds cannot be used for faculty salary, office equipment and furniture, instructional equipment, visa fees, moving expenses, or to develop new academic programs. These components of grants are expected to be provided by the academic unit to which the applicant belongs. All other charges must conform to standard Institutional guidelines.
5. Seventy percent (70%) of all research start-up funds must be spent, or obligated in the case of capital equipment, within the first two years of joining the Institute.
6. Unless otherwise stated in the faculty letter of intent, all start-up grant should be expended within three years of the joining date. After three years, start-up awards will expire automatically and the remaining funds will revert back to the funding source on a pro-rated basis. In unusual circumstances requiring strong justification, exceptions to this expiration time frame may be requested from the competent authority.
7. For each year of start-up support, faculty must submit a completed "Cumulative Annual Report for Faculty Start-up Research Grant Recipients." The Cumulative Annual Report for Faculty Start-up Research Grant Recipients shall be due on a yearly basis. The completed report, along with all signatures, needs to be submitted to the Office of Dean, SRIC, to: deansr@hijli.iitkgp.ac.in.
8. For each funded start up Project, a focused Project Advisory Committee (PAC) will be formed with the Head of the concerned academic unit as the Chairperson and two other senior faculty members, with at least one from outside the said academic unit. Additional members, including Industrial experts, alumni and reputed National/ International experts in the field may be co-opted in the PAC by the unit head as per the specific requirements. The responsibility of the PAC will be to monitor the progress of the Project and help the investigator to complete the Project successfully with matching extramural grants from outside agencies.