

UNIVERSITY OF JAMMU
UNIVERSITY OF JAMMU RESEARCH FUND (UoJRF)

FORM-I
PROJECT SUBMISSION FORM
(Submit 'n' Triplicate)

1. Name of the Principal Investigator:
2. Designation:
3. Date of Birth:
4. Department/Centre/Campus:
5. Name of the Co-Principal Investigator/s:
6. Designation:
7. Date of Birth:
8. Department/Centre/Campus:
9. Title of the project (in bold):
10. Duration of the project (24 months) From _____ to _____
11. Category under which applied 1.1/1.2/1.3 (strike off whichever is not applicable)
12. Whether plagiarism has been checked. Yes/No(If yes, attach plagiarism report)
13. Details of funding requested

a. Consumables:

Justification:

b. Equipment:

Justification:

c. Travel (domestic and field):

Justification:

d. Contingency:

Justification:

e. Total funds requested:

14. Requirement of any additional space from the Department/ Centre/ Campus-Yes/No

(If yes, give Justification)

15. a) Total no. of ongoing projects with the PI-

Give details of on-going projects such as title, funding agency, total grant sanctioned date of initiation of the project and quantum of work (in terms of percentage) completed till date:

b) Total No. of projects completed by the PI

Give details of completed projects such as title, funding agency, total grant sanctioned, date of initiation, closure of the project and brief summary of completed projects:

16. Project proposal (attach document)

- Title (in bold)
- Summary (Min. 2500 words)
- Objectives (not more than three)
- Methodology (in bullets)
- Expected output and outcome of the project
- Schedule of work for 24 months (0-6 months, 7-12 months, 13-18 months and 19-24 months)

For Office Use Only

Project file Reference No. UojRF/year/deptt./centre/campus/number
(three digit)

Received on _____

Dealing Clerk

S.O.

Meeting held on _____

Dealing Clerk

S.O.

Approved / Not Approved (strike off whichever is not applicable)

Total Grant sanctioned (both in figures and words), If approved

Assistant/Deputy Registrar

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FORM-II

PROJECT INITIATION FORM

(Submit in duplicate)

1. Name of the Principal Investigator with designation:
2. Department/Centre/Campus:
3. Name of the Co- Principal Investigator/s with designation:
4. Department/Centre/Campus:
5. Title of the Project (as approved in sanction letter):

6. Tentative Duration of the Project: From: To:
7. Details of grant sanctioned:
 - a) Consumables-
 - b) Equipment-
 - c) Travel (domestic & field)-
 - d) Contingency-
8. Date of Initiation of current Project:

I/We certify that no civil/electrical modifications shall be carried out without the express permission of the University Engineering Department and the Registrar. We will follow the norms for the operation of the projects framed, from time to time, by the University.

Name & Signature of the Principal Investigator

Date

Name & Signature of the Co- Principal Investigator/s

Date

(Submit a copy of duly filled Form to Grants Section & concerned HoD)

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FORM-III

SIX MONTHLY PROGRES REPORT

(submit in duplicate)

1. Title of the project:
2. Name & Designation of Principal Investigator:
3. Name & Designation of Co- Principal Investigator/s:
4. Duration of the project:
5. Sanctioned grant:
6. Date of initiation of the project:
7. Approved objectives of the project:
8. Objectives achieved:
9. Report on research work completed in the current project (Min. 1000 words):
10. Research work to be completed, in next six month schedule, in the current project (Min.1000 words):
11. Deliverables, if any

Comments of the concerned DRPMC

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Form-IV

**Partial Funding to Attend/ Participate in National/International Conference/
Seminar/ Workshop/ Brain Storming Session Etc.**

1. Name:
2. Designation:
3. Department/Campus/Centre/Campus:
4. Title of the Conference/Workshop/Seminar/Colloquium/Brain Storming Session:
5. Name of University/ Campus/Organization holding theConference/Workshop/ Seminar
/Colloquium/Brain Storming Session:
6. Presenting key note address/Primary session address/Inaugural session address/research paper
(strike off whichever is not applicable) and attach documentary proof to this effect.
7. Invited to chair the technical session/chair the inaugural or valedictory session (strike off
whichever is not applicable) and attach documentary proof to this effect.
8. Are organizers meeting part of the expenditure? Yes/No
(If yes, give details with documentary proof to this effect)

9. Has funding from “Social Infrastructure Fund” and/or any other University Centralized Fund of University of Jammu been applied/availed? Yes/No

(If yes, give details with documentary proof to this effect)

10. Request for partial fund

- Travel :
- Registration fee :
- DA :
- Total :

11. Has application for Duty Leave been submitted? Yes /No

12. Has Duty Leave been sanctioned? Yes / No

(If yes, attach copy of the sanction letter)

Signature

Date

In case applicant is a bonafide Research Scholar, the following is mandatory:

Recommendation of concerned Research Supervisor

Name & Signature of Concerned Research Supervisor

Recommendations of the concerned HoD

Seal and Signature of concerned HoD

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Form-V

PROJECT COMPLETION REPORT
(Submit in duplicate)

1. Title of the project:
2. Name & Designation of Principal Investigator:
3. Name & Designation of Co- Principal Investigator/s:
4. Duration of the project:
5. Sanctioned grant:
6. Date of initiation of the project:
7. Date of closure of the project:
8. Whether the Utilization Certificate and statement of expenditure has been submitted?Yes/No
(If yes, mention the date and append the photocopy of the same)
(If no, the reasons thereof)
9. Approved objectives:
10. Title of the research paper published from out of the current project work (If any, attach reprint)
11. Title of the research paper accepted for publication from current research work (If any, attach copy of acceptance letter)

12. Report of the completed research project highlighting the deliverables (Attach document- Min. 3000 words)

13. Details of the consumable and non-consumable (including equipment) material procured from current research project grant.

14. Has the non-consumable material (including equipment) been handed over to the concerned department? Yes/No

(If yes, attach a certificate issued by concerned HoD in this regard)

(If no, the reasons thereof)

15. Has the stock register carrying entries of consumable/ non-consumable (including equipment) handed over to the concerned department? Yes/No

(If yes, attach a certificate issued by concerned HoD in this regard)

(If no, the reasons thereof)

16. Was power point presentation of the current research work made before DRPMC by PI/Co-PI? Yes/No

(If yes, attach a certificate issued by concerned Dean/ HoD in this regard)

(If no, the reasons thereof)

Comments of the concerned DRPMC

Members of the concerned DRPMC