

GUIDELINES FOR UTILIZATION OF THE RESEARCH GRANT
AMOUNT GRANTED AS PART OF JC BOSE FELLOWSHIP

1. The "Contingencies" head should be renamed as "Research Grant" head;
2. Funds under this "Research Grant" head (Rs.10.0 Lakh p.a.) can be utilized for hiring of manpower, consumables, national travel for self, students and other research staff and visiting scientists and one international travel and per diem every year for self for research purposes, chemicals, equipment items, other unforeseen contingencies, repair of equipments, books and journals, etc. and any other research and academic activity, subject to the ceiling of sanctioned Research Grant budget head.
3. The JC Bose Fellows, while exercising complete flexibility in spending the "Research Grant" within limits specified in (ii) above, shall indicate in the Statement of Expenditure every year the amount of "Research Grant" spent under the following sub-heads: Manpower, Equipment, National Travel, only one International Travel and per diem, Consumables, Contingencies, Maintenance and Repair of Equipments, Books and Journals, Any Other Research and Academic Expenses.
4. The Ramanujan and JC Bose Fellows would submit financial-yearwise Utilization Certificates (UCs) and (calendar-yearwise) Statements of Expenditure (SEs) in the DST formats. For example, if a fellowship grant starts on August 15, 2006, the scientist will submit UC for financial-year 2006-2007 i.e. for the period August 15, 2006 to March 31, 2007 and SE till August 14, 2007 immediately after August 15, 2007. The SE will separately show expenditure from August 15, 2006 till March 31, 2007 and April 1, 2007 till August 14, 2007. The SE shall show the total annual expenditure including committed expenditure under the two different heads, viz. Fellowship and Research Grant. The amount spent under the head "Research Grant" should indicate the expenditure under the following sub-heads: Manpower, Equipment, National Travel, International Travel and per diem, Consumables, Contingencies, Maintenance and Repair of Equipments, Books and Journals, Any Other Research and Academic Expenses. The same accounting procedure should be repeated in subsequent years.