



ST. XAVIER'S COLLEGE

(An Autonomous College, Affiliated to Ranchi University, Ranchi)

DR. CAMIL BULCKE PATH, PURULIA ROAD, RANCHI - 834 001, JHARKHAND

Seed Money Policy

St. Xavier's College (Autonomous), Ranchi

Seed money shall be granted by the College on the recommendation of the Research and Development Cell (RDC). The purpose of the seed money is to encourage faculty members to undertake research projects that may lead to publications, externally funded projects or other measurable academic outcomes.

Amount of Seed Money- up to ₹ 1,50,000 per faculty (*Subject to the availability of fund*)

Eligibility Criteria

- Only **regular faculty members** of the college are eligible to apply.
- Applicants who **received seed money in the previous financial year** are not eligible to apply in the immediate following year.

Selection Process

- **Expert panel-** a copy of proposal may be sent to external member for evaluation of the proposal– depending on subject

Utilisation of Seed Money

- The seed money must be utilised **only under the approved expenditure heads** and **within the stipulated time period** mentioned in the sanction letter.
- Any **unspent amount** must be returned to the college account **within the same financial year**.

Research Project Completion Report

Upon completion of a seed money-funded project, a **Research Project Completion Report** must be submitted **within two months** of the completion of the project. The report should be:

1. **Emailed to:** rdc@sxcran.org
2. A **hard copy** should be submitted to the Vice Principal's Office.

The report must include:

- **Research Time Period**
- **Details of Fund Utilisation**, including expenditure heads and copies of bills
- **Outcomes / Results-** such as publications, presentations or other research outputs
- **Limitations and Challenges** encountered during the project

The completion report will be evaluated by an **Expert Panel** (consisting of internal and external members).

Timeline

Call for seed money proposal- 1st week of June

Deadline of proposal submission- 3rd week of June

Announcement of the selection- 1st week of July

Fr. Dr. Ajay Minj, S.J.
Director, RDC

Fr. Dr. Robert P. Kujur, S.J.
Principal

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ST. XAVIER'S COLLEGE
(AUTONOMOUS)
RANCHI