



Rajiv Gandhi National Institute of Youth Development
(Institute of National Importance by the Act of Parliament No. 35/2012)
SRIPERUMBUDUR - 602 105
Website: www.rgnid.gov.in

Guidelines for Research Proposals in Youth Development 2016-17

Last date for submission of Research Proposals is 15th June 2016.

Introduction

The Rajiv Gandhi National Institute of Youth Development (RGNIYD), Sriperumbudur, Tamil Nadu, is an Institute of National Importance by an Act of Parliament No. 35/2012 under the Ministry of Youth Affairs and Sports, Government of India. The RGNIYD was set up in 1993 under the Societies Registration Act, XXVII of 1975. The Institute functions as a think-tank of the Ministry and is a premier organization of youth-related activities in the country. As the apex institute at the national level, it works in close cooperation with the NSS, NYKS and other youth organizations in the implementation of academic and training programmes. The Institute is a nodal agency for training youth as a facilitator of youth development activities in rural, urban as also tribal areas.

RGNIYD endeavors to facilitate the nation's youth with a conducive environment and tools to enable them to make the most of their natural potential to realize their aspirations. The Institute functions as a vital resource centre coordinating training, research, orientation, extension and outreach initiatives for state and central governments and national level youth organizations. As a national level documentation and information dissemination centre on youth development, the Institute undertakes research and evaluation studies which help in formulating policies and programmes to cater to the current needs and aspirations of the youth.

Research Project

The Rajiv Gandhi National Institute of Youth Development (RGNIYD) invites/intends to commission University/College teachers to promote research in youth development. In the financial year 2016-17 a maximum of 12 projects will be supported. The assistance is provided by way of grants to teachers in regular employment in the Universities, Colleges, Postgraduate Institutions and recognized research and development organisations. The emphasis would be on supporting youth development areas that cut across disciplines such as following:

- **Youth and Sustainable Development,**
- **Youth Volunteerism and Nation Building**
- **Youth and Peace Building,**
- **Youth and Community Development**
- **Positive Youth Development**
- **Youth and Entrepreneurship Development**
- **National Youth Policy and its Impacts**
- **Youth and Communal Harmony**
- **Youth and Skill Development**

These youth related areas are multidisciplinary in nature and are important in a rapidly changing global scenario. The research offered by RGNIYD should have the potential to contribute to theoretical and conceptual advancement in the disciplines, generate field-work based empirical work and new data, and be policy relevant. The studies could be both macro or micro in nature.

Research Objectives

Youth development is the process of growing up and developing one's capacities, and in India, it is imperative that the present 'youth bulge' should be transformed to a demographic dividend. The challenge is to promote positive youth development and plan quality experiences with young people. In this context, RGNIYD expects that these research projects will develop new understandings and insights on issues related to youth development. The objectives are:

- To promote excellence in research in youth development by commissioning research programmes by University and College teachers in various disciplines.
- To provide research support to College/University faculty for pursuing exciting and innovative research on various youth related issues.
- To provide opportunities for interaction and exchange of ideas with policy making bodies and academicians.
- To involve Universities/Colleges in youth development process through research support
- To provide opportunities to social scientists to engage themselves in full-time research on important themes of youth development and to write books about their research.
- To undertake research on a theme that is directly or indirectly associated with the Youth.

INVITED AND COMMISSIONED RESEARCH PROPOSALS:

Under each Research Programme (theme), proposals may be considered in the following modes:

- a) Invited Proposals (Competitive): Proposals may be invited under each Research Programme (theme) by the RGNIYD, depending upon the need, from individual or a network of institutions identified on the basis of recognized capabilities in the area concerned, depending upon specific needs of evidence based policy

making for youth. Selection among the proposals received in response is made competitively, on the basis of technical soundness (including research credentials of the proposed research team) and budget. The proposals will be evaluated by an Expert Committee, which may invite the PI for a presentation.

- b) **Commissioned Proposals (Non-competitive):** The RGNIYD may directly commission research studies to one or a network of research institutions, identified on the basis of recognized capabilities in the area concerned, depending upon specific needs of evidence based policy making for youth or significance and relevance of the issue for youth development.

Eligibility for the Project

1. The Rajiv Gandhi National Institute of Youth Development (RGNIYD) will consider proposals from senior, regular faculty in publicly funded Universities, Colleges, Postgraduate Institutions and recognized research and development organizations.
2. The Principal Investigator should have a proven track record of high quality research as evidenced by past studies and publications.
3. Ordinarily, these studies will be interdisciplinary and cut across the disciplines of Social Sciences.
4. Proposals considered under Sponsored Research will be solicited by the RGNIYD on the recommendations of an Expert Committee, identifying the thrust areas and researchers with appropriate expertise to take up the study. Alternatively, applications may be sought from eminent social scientists/ institutions. In either of the above cases, the prescribed application form (**ANNEXURE-I**) will have to be submitted to the RGNIYD for further financial and administrative processing.
5. The decision of the Expert Committee will be final in the selection and award of projects.

Nature Of Assistance

The quantum of assistance for Research Projects will be as under:

- a) **Major Research Project** in Youth Development on the above mentioned areas will receive a financial assistance maximum up to. - Rs.12.00 Lakhs (Twelve Lakh Rupees). The nature and duration of the project can be estimated depending upon the scope and size of the project but should not normally exceed eighteen months.

Only Associate Professors and Professors from publicly funded Universities / Colleges are eligible to apply. [updated on 25-05-2016]

- b) **Minor Research Project** in Youth Development on the above mentioned areas will receive a financial assistance maximum up to. - Rs. 3.00 Lakhs (Three Lakh Rupees) The duration of the project will be for one year. Faculty from publicly funded Universities / Colleges are eligible to apply. Assistant Professors are also eligible to apply. [updated on 25-05-2016]

The RGNIYD will provide financial support for the items like Books and Journals, (Project Fellow), Hiring Services, Contingency, and Consumables, Travel and Field work, Data Processing, subject to ceiling amount prescribed by the Expert committee. The sanctioned amount will be disbursed in three installments of 40%, 40% and 20%, the last being released on completion of the project and submission of report.

How to Apply?

All applications for research project have to be made on the prescribed application form (ANNEXURE-I) for Research Projects, duly forwarded by the parent institution.

GENERAL GUIDELINES FOR IMPLEMENTING RESEARCH PROJECTS

1. Sanction Order

Once the project is approved, a formal sanction order is issued. The total cost of the project is finalized based on the latest quotation(s) of equipment(s) approved under the project and other relevant documents related to manpower, contingencies etc. submitted by the Investigator. The first sanction order will provide the detailed breakup of funds allocated under non-recurring and recurring expenditure heads like Equipment, Manpower, Travel, Consumables, Contingencies etc. copies of the sanction order with the terms and conditions annexed to it are sent to the Principal Investigator (PI) and the financial authority (Director/Registrar/Dean etc.). Any correspondence with the Department regarding the project should invariably quote the sanction order No. and date and should be addressed to the concerned official by name. Subsequent to the sanction order, the released amount will be released by RGNIYD in two installments.

2. Date of Commencement of Project & its Duration

The duration of the project is normally of one year for Minor Projects and 18 months for Major Projects. The project becomes operative with effect from the date on which

fund is received by the implementing Institution. This date should be intimated by the Institution authorities/ Principal Investigator to RGNIYD.

3. Principal Investigator & Co-Investigator(s) and the Implementing Institution

The Principal Investigator (PI) has the primary responsibility of the implementation of the project. The project team may consists of the PI, Co-Investigator(s) and the project personnel appointed as per the sanction order. It is necessary to ensure that the project is carried out by the project team in a cohesive manner. Periodic meetings of the team are essential for this purpose.

In case, the PI is shifting to another institution on new appointment/ transfer/ long term deputation, the project could be transferred to that institution with the mutual consent of both the institutions and of RGNIYD. Such requests for transfer of the project should be sent well in advance and should be accompanied with 'No Objection' certificates from both the institutions and the Endorsement Certificate from the new Institution. In case the PI leaves the project due to unforeseen circumstances, the Co-Investigator could be considered as the PI subject to the approval of the PI, Head of the Institute and RGNIYD. Such a request should be sent at least 2-3 months in advance along with a detailed bio-data of the Co-Investigator. The PI as well as the implementing institution has the responsibility of informing RGNIYD about any change in the status of the PI/ Co-Investigator including relieving them on short term deputation for a continuous period of 6 months or more. The project stands terminated in the absence of the PI/ Co-Investigator for a continuous period of 6 months without intimation to RGNIYD. The implementing institution has an important role to play and in consultation with RGNIYD should take steps to ensure successful completion of the project, before relieving the PI. The implementing Institute should provide full infrastructural facilities such as accommodation, water, electricity, library, communication facilities etc. for smooth implementation of the project.

4. Project Staff

All the personnel including Research personnel appointed under the project, for the full/part duration of the project, are to be treated as temporary employees and will be governed by the Administrative rules/service conditions of the implementing Institute. The RGNIYD will have no liability, whatsoever, for the project staff after completion of the project duration.

JRF/SRF candidates and those who have cleared NET/SET and GATE will be preferred. In exceptional cases, candidates without NET/ GATE may be recruited through a proper selection procedure.

5. Release of grants in six monthly installment and financial management

Diversion of funds from non-recurring head i.e. Equipment to recurring head like Manpower, Consumable etc. is normally not allowed. However, any reallocation/ re-appropriation of grants under different heads require prior approval of RGNIYD.

The Equipment sanctioned in the project should be procured at the earliest to avoid any cost escalation. The PI and the implementing Institute should complete all formalities in advance for placing the order. Laptops and PCs are not provided under the Scheme.

Any request for release of the next installment should be accompanied by the following documents:

Utilization Certificate and Statement of Expenditure (in original or copy if sent earlier); Latest authenticated Statement of Expenditure including Committed Expenditure, for expenditure since 1st April of that financial till the next six month; and Technical Progress Report, if not sent earlier.

Formal approval of the RGNIYD must be taken to carry forward the un-utilized grant from the previous financial year to the next financial year. This request may be made while sending the authenticated Statement of Expenditure and Utilization Certificate after the financial year. The Statement of Accounts and the Utilization Certificates are financial year wise and are to be submitted within a period of 2 months from the 31st of March of that year. (i.e. if date of start of the project is 12.01.2016, then the first statement of account and utilization certificate will be for the period 12.01.2016 to 31.03.2016, the next statement will be for the period 01.04.2016 to 31.03.2017 and so on.)

The implementing institute will maintain separate audited accounts for the project. Any interest earned should be reported to RGNIYD and should be reflected in the Statement of Expenditure. For permanent, semi-permanent or infrastructural assets acquired solely from the project grants, an audited record in the form of a register in the prescribed format shall be maintained by the Institute. The term "Assets" include (a) the immovable property acquired out of the grant; and (b) movable property of capital nature where the value exceeds Rs 1,000/-. The Institute is required to send to this Department a list of assets acquired from the grant.

All the assets acquired from the grant will be the property of RGNIYD and should not be disposed off or encumbered or utilized for purpose other than those for which the grant had been sanctioned, without the prior sanction of RGNIYD.

RGNIYD reserves the right to terminate the project at any stage if it is convinced that the grant has not been properly utilized or appropriate progress is not being made.

6. Progress Evaluation and Monitoring

The PI through the implementing Institute will furnish to this Department 5 copies of the Quarterly and Six Monthly Progress report of the work carried on the project.

In addition, RGNIYD may designate a Specialist or an Expert Panel to visit the Institute to review the progress of the work being carried out and to suggest suitable measures to ensure realisation of the objectives of the project. The implementing Institute will provide all facilities to the visiting scientist/ specialist or the Expert Panel by way of accommodation etc. at the time of their visit.

On completion of the project, the PI through the Institute should send the following documents to RGNIYD for settlement of accounts:

- a) 5 copies of the Project Completion Report in the prescribed format;
- b) Consolidated audited statement of expenditure and utilization certificates;
- c) List of assets/ equipment in the prescribed format; and
- d) DD/cheque for any un-spent amount with the Institute.

7. Copyrights and Guidelines for Publication of Results

The manuscript prepared under this agreement and scope of work shall be a work made for hire within the meaning of the copyright Act. The Principal Investigator may publish the manuscript in his/her name, but all copyrights will be with RGNIYD. The Investigator(s) should not enter into collaboration with a foreign party (individual/ industry) without prior approval of RGNIYD. Investigators are also requested to publish some of the research papers emerging out of the project work in leading International and Indian Journals with proper acknowledgement to RGNIYD.

ANNEXURE-I

Format for Preparing a Research Proposal for a Research Project

Discipline of the project:

Title: The Title of the project should be concise (with sub-title, if any) reflecting the scope of the investigation.

Aim of the Project: The broad aim of the project emphasizing the overall thrust of the proposed investigation should be clearly mentioned.

Statement of the Problem: The problem to be investigated should be clearly contextualized in the theoretical framework of the discipline.

Overview of Literature: The problem identified should be logically linked to other studies on the theme in the literature delineating the need for the present investigation.

Conceptual Framework: The concepts to be used, their relevance and applicability to the study and their operationalization should be indicated.

Research Questions or Hypotheses: The research questions to be answered/ addressed need to be unequivocally stated.

Research Methodology

- **Coverage:** The proposal should clearly indicate the universe of the study, sampling frame, sampling methods, sampling size, units of observation etc.
- **Data Collection:** The proposal should indicate sources of data types of data, tools and techniques for collection of various categories of proposed data.
- **Data Analysis:** It should indicate the statistical techniques, if any, proposed to be used in data processing, specific packages for data analysis, content analysis, indices/scaling techniques proposed to be used etc.

Implications: The proposal should state whether this research would bring forth any implications for policy making either for the region concerned or the country, any methodological innovations or contribute to theory building.

References: The proposal should include a 'List of References' mentioned in the text along with other important recent additions to the literature on the theme. The references should indicate the author, title, publisher and year of publication.

Duration of the Project: The duration of the project can be estimated depending upon the scope and size of the project but should not exceed one year. It should indicate the time needed for various tasks such as preparation of schedules, pilot study (if any), data collection, data analysis, report writing etc.

Personnel: It should indicate the number and category of personnel needed for various tasks, their qualifications and the man-months needed with adequate justification.

Budget: This should indicate the cost of personnel, travel (no. of days and places with justification), data processing, stationery and printing, books, journals, equipment, contingency and any other items.

Summary: Five copies of Summary of the Research Proposal (about 500 words) indicating the statements of the problem, objective of the study, research questions or hypothesis or both, sample size (if any) and research methodology should be provided.

ANNEXURE-II

Declaration Performa

To certify that:

1. The University/Institute is publicly funded.
2. General physical facilities, such as furniture/space etc., are available in the Department.
3. I/we shall abide by the rules governing the project in case assistance is provided to me/us from the RGNIYD for the above project.
4. I/we shall complete the project within the stipulated period. If I/we fail to do so and if the RGNIYD is not satisfied with the progress of the research project, the RGNIYD may terminate the project immediately and ask for the refund of the amount received by me/us.
5. The above Research Project is not funded by any other agency.

Name and Signature of Principal Investigator

Signature of Co- Investigator

**Registrar/Principal
(Signature with Seal)**