

भारतीय सामाजिक विज्ञान अनुसंधान परिषद्

दक्षिणी क्षेत्रीय केंद्र

(शिक्षा मंत्रालय, भारत सरकार)

ओस्मानिया विश्वविद्यालय ग्रंथालय

हैदराबाद - ५०० ००७



Prof. B. Sudhakar Reddy, Ph.D.
Honorary Director

భారత సమాజ విజ్ఞాన పరిశోధన మండలి

దక్షిణ ప్రాంతీయ కేంద్రం

(విద్యా మంత్రిత్వ శాఖ, భారత ప్రభుత్వం)

ఉస్మానియా విశ్వవిద్యాలయం, హైదరాబాద్ - 500 007.

**INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH
SOUTHERN REGIONAL CENTRE**

(Ministry of Education, Govt. of India)

Osmania University Library, Hyderabad - 500 007

(O) 040-27091525, 8331040954

E-mail:- srcicssr@yahoo.com, website : www.srcicssr.org

No.361/ICSSR-SRC/2022

Date:- 31.12.2022

Sanction Order

Sub:- ICSSR-SRC – Sanction of Partial Financial Assistance – Under Short Duration Research Projects to Dr. B. Indira Priyadharshini (Project Director) - Nallamuthu Gounder Mahalingam College, Coimbatore – Tamil Nadu State - For Project entitled "Mapping the Livelihood Vulnerabilities of Women Informal Workers in Coimbatore District During COVID – 19"– reg...

Ref:- Letter dated 17.11.2022

Dear Madam,

With reference to your above cited letter, I am to inform you that the Centre has received the following duly signed documents on the Non-judicial stamp paper
a. Agreement for undertaking the project as per the SRC guidelines, **b.** Declaration form. The other document includes **c.** Undertaking from affiliating University/ College/Institution for administering the project **d.** NOC and **e.** UGC 12B Status of the affiliating University/College/Institution.

In view to this, I am glad to inform you that the ICSSR, Southern Regional Centre has accorded approval for the sanction of the Short Duration Research Project entitled **"Mapping the Livelihood Vulnerabilities of Women Informal Workers in Coimbatore District During COVID – 19"**. The Centre sanctioned an amount of Rs.52,500/- (Rupees Fifty Two Thousand and Five Hundred only) to meet the expenditure for undertaking the Research Project under the financial year 2022-23.

The financial assistance should be utilized for the purpose for which it has been sanctioned. No part of the grant is to be utilized for any other purpose.

1. Duration of the Project

The Project Director shall have to complete the Research Project within **a period of 6 months** from the date of award.

The following are the terms and conditions for undertaking the Project:-

2. Joining and Rules of Grant

The sanctioned grant will be released to the Project Director in **Three installments** i.e., 50%, 30% & 20%. The Cheque will be issued in the name of the **Principal of the College**.

(i) Release of First Installment

The First Installment (50% of the grant) is released on receipt of **a)** Grant-in-aid Bill and **b)** Bank details form (copies enclosed).

(ii) Release of Second Installment

The Second Installment (30% of the grant) will be released after receiving a satisfactory Progress Report along with the simple statement of account of first installment within a period of 3 months from the date of release of the first installment.

(iii) Release of Third Installment

The Third & Final Installment (20% of the grant which includes 5% of Overhead Charges) is released only after the submission and verification of the following requisite documents:-

1. Final Project Report along with the Research Papers in publishable form (Hard & Soft Copy)
2. Short Summary (Hard & Soft Copy)
3. Audited Income and Expenditure Statement of Accounts along with the GFR - 12A (copy enclosed) & Original Bills for entire project amount duly signed by the Project Director, Chartered Accountant/Finance Officer/Registrar/Principal/Director of the affiliating Institution
4. An undertaking of settlement of assets and books purchased out of the project funds.
5. The Project Director is advised to run the Project Report through authorized plagiarism software before submission to the Centre.

Accordingly, the sanctioned amount will be released in Three Installments as follows:

First Installment	Rs. 26,250-00
Second Installment	Rs. 15,750-00
Third Installment	<u>Rs. 10,500-00</u>
Total	<u>Rs. 52,500-00</u>

The 5% overhead charges to the affiliating institution will be released only after verification of the documents by the ICSSR - SRC.

3. Broad Expenditure Heads

The Project Director may utilize the funds as per the following budget heads:-

S.No.	Broad Expenditure Heads	Value
1.	Research Staff : Hired Services	Not exceeding 40% of the total budget.
2.	Fieldwork: Travel/Logistics/Boarding, etc.	Not exceeding 40%
3.	Equipment: Books/Journals/Source Material	Not exceeding 10%
4.	Contingency	Not exceeding 5%
5.	Institutional Overheads (to be paid to Public Funded Institutions Only)	5% of the total Budget
	Total	100%

The Project Director may re-appropriate expenditure from one head to another subject to a maximum of 10%.

4. Appointment of Project Staff and Emoluments of Project Staff

Project staff could be engaged by the Project Director on a Full/ Part-time basis during the research work as per the amount prescribed below. The duration of employment may be decided by the project director. **Selection of Field Investigator should be done with an approval of the Head of the Department/ Director/ Dean/Principal. Retrospective payment for work already done is not permissible.**

Field Investigator Rs.10,000/-p.m. (not exceeding 2.5 months).

The contingency grant may be utilized for research and office assistance, printing, stationery, computer related costs, research assistance and the field work expenses related the research work.

5. Submission of Final Report

Detailed Particulars to be submitted after the completion of the Research Project is as follows:-

- a. The Project Director is required to submit a Final Report (about 60 to 80 pages) along with a brief summary (about 20 to 25 pages) to the Centre on completion of the project. The Centre may, after scrutiny of the report, request the Project Director to revise the report.
- b. Both documents should be submitted in hard format (two copies of final report and ten copies of summary) and a soft copy (in pen drive).
- c. The Final Report and its contents are need to be entirely original. No Segment of the work should be taken from another source without due citation and acknowledgement. The scholar is needs to be aware that plagiarism is a serious offence and will mean immediate rejection of the project and black listing of the scholar. The Project Director is advised to run the Project Report through authorized plagiarism software before submission to the Centre.
- d. The ICSSR-SRC reserves the right to demand raw data, or such parts of the study as deems fit.
- e. Please share a copy of the published research paper out of this Short Duration Research Project after completion of the project for documentation the same at SRC.

6. Publications out of Project

Project Director need to submit a copy of all the publications (Journal, Policy Document & Book Chapter) brought out of the project work in due course of time. The Project Director should also acknowledge the contribution of SRC in all the publications coming out of the project.

7. Obligation of the Affiliating Institution

The affiliating Institution needs to provide the requisite research infrastructure to the scholar and maintain proper accounts.

The affiliating institution shall make suitable arrangements for preservation of data such as filled in schedules, tabulation sheets, manuscripts, reports, etc. relating to the study.

The overhead charges shall be paid only after the completion of the project and on receipt of the final audited Statement of Accounts.

With regards,

Yours Sincerely


Honorary Director,

Enclosures :-

1. Grant-in-aid bill
2. Bank details form
3. GFR - 12 A

Dr. B. Indira Priyadharshini (Project Director),
Assistant Professor
Dept. of Commerce
Nallamuthu Gounder Mahalingam College,
Pollachi, 91, Palghat Road, Pollachi,
Coimbatore district Tamilnadu, Pin: 642001

GFR 12 -A

(See Rule 238 (I))

**FORM OF UTILIZATION CERTIFICATE
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION**

UTILIZATION CERTIFICATE FOR THE YEAR 2022 - 2023
in respect
Of recurring/non-recurring
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

1. Name of the Scheme: Short Duration Research Project

2. Whether recurring or non - recurring grants:

3. Grants position of the beginning of the financial year

(i) Cash In Hand / Bank:

(ii) Unadjusted advances:

(iii) Total:

4. Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years Figure as at Sl. No.3 (iii)]	Interest Earned there on	Interest deposited back to the Government	Grant received during the year			Total Available funds (1+2- 3+4)	Expenditure incurred	Closing Balances (5-6)
1	2	3	4			5	6	7
			Sanction No. (i)	Date (ii)	Amount (iii)			
Nil	Nil	Nil	No.361/IC SSR- SRC/2022	31.12. 2022	52,500	52,500	52,500	

Component wise utilization of grants:

Grant-in-aid— General	Grant-in-aid- Salary	Grant -in-aid- creation of capital assets	Total
52,500		52,500	52,500
Total			52,500

Details of grants position at the end of the year

(i) Cash in Hand/Bank (Overspent):

(ii) Unadjusted advances:

(iii) Total:

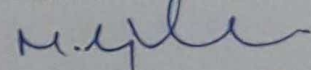
Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- I. The main account and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- II. There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial input, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- III. To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/Standing instructions and scheme guidelines.
- IV. The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- V. The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- VI. The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- VII. It has been ensured that the physical and financial performance under the (name of the scheme has been according to the requirements, as prescribed in the guidelines issued by govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure_ I duly enclosed.
- VIII. The utilization of the fund resulted in outcomes given at Annexure_ ii duly encoded (to be formulated by the Ministry/Department converted as per their requirements/specifications.)
- IX. Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure- ii (to be formulated by the Ministry/Department concerned as per their requirements / specifications.

Date:
Place:

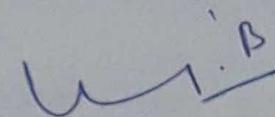
Signature

Name.....



Chartered Accountant

CA. M. RAJESH KUMAR B.Com., F.C.A.,
CHARTERED ACCOUNTANT
110/13, 3rd Floor, Murukappa Complex,
Palakkad Road, Pollachi - 642 001.
M. No : 213582



Signature

Dr.B.Indira Priyadharshini

Project Director



Signature of the Head
Designation with Seal

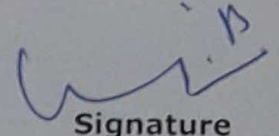
Dr. R. MUTHUKUMARAN,
M.A., M.Phil., B.Ed., Ph.D.,
PRINCIPAL
N.G.M. College, Pollachi - 642 001
Coimbatore District

**INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH
SOUTHERN REGIONAL CENTRE
HYDERABAD**

Grant-in-Aid Bill

Received a sum of **Rs.10,500 (Rupees Ten Thousand Five Hundred Only)** by Cheque/Demand Draft No..... Dated in favour of **The Principal, Nallamuthu Gounder Mahalingam College, Pollachi** drawn on State Bank of India, Osmania University, Hyderabad - 500 007 being the grant-in-aid of the Short Duration Research Project entitled "**Livelihood Vulnerabilities of Women Informal Workers during Covid-19 in Coimbatore District**" towards the final Instalment of the total grant-in-aid of (100% of sanctioned grant) Rs.52,500 (Rupees Fifty Two Thousand and Five Hundred Only) sanctioned vide letter **No.361/ICSSR-SRC/2022** Dated **31.12.2022** of the ICSSR, Southern Regional Centre, Hyderabad.





Signature
Project Director

Please affix Revenue Stamp

- a. Certified that the Institution accepts all the terms and conditions governing the above grant and that it lends itself to abide by these.
- b. Certified that the Institution/Organization was/has not been sanctioned any grant-in-aid for the same purpose by any other source of the Central Government during the period to which the grant relates.
- c. It should be countersigned by the Administrative Head of the Institution/University.



Signature of the Head
(Affiliating University/Institute/College)
Designation with Seal

Dr. R. MUTHUKUMARAN,
M.A., M.Phil., B.Ed., Ph.D.,
PRINCIPAL
N.G.M. College, Pollachi - 642 001
Coimbatore District

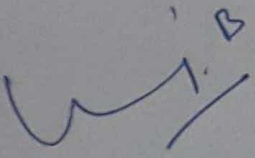
Income and Expenditure Statement

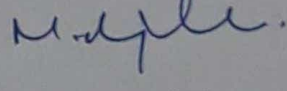
Name of the Institution : Nallamuthu Gounder Mahalingam College

Name of the Department : Commerce (E-Commerce)

Title of the Research Project : "Livelihood Vulnerabilities of Women Informal Workers during Covid-19 in Coimbatore District"

Expenditure	Amount	Income	Amount
Research staff (40%): Hired Services- Rs.10,000 p.m. per person (10000*2.5 months)	25,000	ICSSR-SRC sanctioned vide letter No.361/ICSSR-SRC/2022 Dated 31.12.2022	52,500
Field Work (40%): Travel expenses	12,700	Excess over amount spent	41
Equipment (10%): Books and Journals	7528		
Contingency(5%)	4811		
Institutional Overheads(5%)	2502		
Total	52,541		52,541


Signature of the
Project Director

- verified and found
correct

Signature of the
Chartered Accountant
CA. M. RAJESH KUMAR B.Com., F.C.A.,
CHARTERED ACCOUNTANT
110/13, 3rd Floor, Murukappa Complex,
Palakkad Road, Pollachi - 642 001.
M. No : 213582


Signature of the
Principal
Dr. R. MUTHUKUMARAN,
M.A., M.Phil., B.Ed., Ph.D.,
PRINCIPAL
N.G.M. College, Pollachi - 642 001
Coimbatore District