



All India Institute of Medical Sciences, Jodhpur

Research Cell

Guidelines for Intra-mural research

1. The duration of each project is ordinarily limited to 12 months period.
2. The applicants will be advised to obtain statutory clearances before sanction of funds to save time for utilization.
3. All faculty members Professor, Additional Professor, Associate Professors and Assistant Professors are entitled to the funding of the intramural projects.
4. Collaborative projects involving more than one department should be discussed with all investigators. Only those actually involved in the work should be co-investigators.
5. Collaboration outside institution is also permitted.
6. Duly selected regular faculty members of this institute will be eligible to be Principal Investigators (PI). Co-Investigators may be selected from other departments.
7. Co-Investigators may also be selected from other Institutes.
8. Pool Officers, Senior and Junior Residents, PhD students, Research Associates, Undergraduate and Postgraduate students, and Paramedical staffs cannot be co-investigators. PhD projects will not be allowed to utilize this intramural funding.
9. The budget shall not ordinarily exceed 2 lakhs. Exceptions will be considered only for outstanding, innovative projects after due sanction by the Director. The budget should be given in detail with full justification for all items.
10. The funds will be utilized only for purchase of consumable: chemicals, kits, disposables etc. All items covered under the Learning Resource Allowance Scheme will not be allowed under this scheme. Stationary (office and computer), photocopying will not be allowed. Expenditure for attending conferences or publications from the data of the project will not be allowed.

11. Funding will not be utilized for man-power and purchase of any permanent items like instruments, machine equipment, computer, books etc. which are not of consumable nature.
12. Projects should be discussed in the department and forwarded by the **HOD of PI** after suitable discussion.
13. Progress of research work will be reviewed by the Project Advisory and Monitoring Committee every three months through presentation by the investigators. Funding may be discontinued if the progress reports are not received for evaluation. These works may lead to larger projects from other extramural funding agencies.
14. Once sanctioned, the PI will not be allowed to avail of leave of more than 3 months without making appropriate arrangements for the work to be completed.
15. The annual report of the sanctioned project will be presented by the PI during the Research Committee meeting.
16. No intramural project will be considered till the PI has completed his/her previous intramural project and submitted manuscript.
17. All presentations made before the committee should be structured and consist of 10-12 slides for new projects and 10-12 slides for progress report of old projects.
18. Selection of project will be made on merit basis subject to quality of project and clearance from Ethics committee. Canvassing in any form is strongly discouraged.



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PROFORMA FOR PROJECT PROPOSALS RESEARCH GRANT PART 1: GENERAL INFORMATION

1. Project Title
2. a. Broad Area:
Basic/Translation/Clinical/Systems research/Community/Education/Behavioral
b. Specific Area:
c. Key words (maximum three)
3. Duration:
4. Total Cost:
5. Department involved in the proposal.
6. Principal Investigator
Name:
Date of Birth:
Designation:
Department:
Telephone: E-mail:
Number of funded research projects being handled at present:
7. a. Co-Investigator-I
Name:
Date of Birth:
Designation:
Department:
Telephone: E-mail:
Number of funded research projects being handled at present:
7. b. Co-Investigator-II
Name:
Date of Birth:
Designation:
Department:
Telephone: E-mail:
Number of funded research projects being handled at present:

(The number of co-investigators is not restricted. Add if more than in the above format.)

8. Project Summary (maximum 500 words):

PART II: TECHNICAL DETAILS OF PROJECT

(The total pages should be within ten A4 papers in 1.5 space, letter size 11, Times New Roman)

- 9. Introduction
 - 10.1 Origin of the proposal
 - 10.2 (a) Rationale of the study supported by cited literature
 - (b) Hypothesis
 - (c) Research questions.
 - 10.3 Current status of research and development in the subject
 - (a) International Status
 - (b) National status
 - 10.4 The relevance and expected outcome of the proposed study
 - 10.5 Preliminary work done if any. (New ideas are welcome.)
- 11. Specific objectives
- 12. Work Plan: should not exceed **three pages**
 - 12.1 Detailed methodology including study design and outcome measures
 - 12.2 Data analysis plan
- 13. Timelines:

Mile stone	Targets

- 14. Name and address of three experts in the field

Name	Designation & Address

- 15. Updated CV including List of Publications for last 5 years and honors/awards of the Principal Investigator

- 16. List of current projects being handled including source and amount of funding;

- 17. Intramural project handled in the preceding two years:

	1 st Year	2 nd Year	
A	Title of the project		
B	Summary of the project		
C	Publications		

Part III: Budgets Particulars

15. Budgets (in Rs.)

15.1 Consumables

Items	Year 1	Total

15.2 Contingency

Items	Year 1	Total
Grand Total (15.1 + 15.2)		

Please provide justification under each item

Signature of Principal Investigator

Date:

Signature of Co- Investigator(s)

Date:

Signature of Head of the Department

Date:

Submit six hard copies and a soft copy in a disc with proper labelling. Applicant should receive an acknowledgement in three working days.



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PROFORMA FOR PROGRESS REPORT OF AIIMS RESEARCH GRANT PROJECT

PART I: GENERAL INFORMATION

1. Project Title
2. a. Broad Area:
Basic/Translational/Clinical/Systems research/ Community/Education/Behavioral
- b. Specific Area:
3. Project Started on
4. Duration
5. Funds
 - a. Sanctioned
 - b. Utilized so far
6. Principal Investigator
7. a. Co-Investigator-I
- b. Co-Investigator-II

PART II : TECHNICAL REPORT

8. Specific objectives
9. Work done so far (objective wise)
- 10.1 Timelines: (Achieved)

Mile stones	Targets achieved

11. Detailed results
12. Summary of the results (250 words)
13. Publications out of the project work



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PROFORMA FOR PROGRESS REPORT OF RESEARCH GRANT PROJECT

PART I: GENERAL INFORMATION

1. Project Title
2. a. Broad Area:
Basic/Translational/Clinical/Systems research/ Community/Education/Behavioral
- b. Specific Area:
3. Project Started on
4. Duration
5. Funds
 - a. Sanctioned
 - b. Utilized so far
6. Principal Investigator
7. a. Co-Investigator-I
- b. Co-Investigator-II

PART II : TECHNICAL REPORT

8. Specific objectives
9. Work done
 - Methods
 - Results
 - Discussion
 - Conclusion
 - Implications/Outcomes
10. Summary of the results
(1000 words in “background objectives, methodology results and conclusion” format)
11. Publications

