



POLICY ON SEED MONEY

1. Objective

The objective of this policy is to outline the provision of seed money to support innovative research projects, pilot studies, and the development of new ideas by faculty members at Samata Degree College. This policy aims to foster a culture of research and innovation within the college.

2. Scope

This policy applies to all the faculty members at Samata Degree College who are involved in research and development activities.

3. Definition of Seed Money

Seed money refers to the initial funding provided by Samata Degree College to faculty members for the purpose of initiating research projects, pilot studies, or other innovative endeavours. This funding is intended to help faculty develop their research ideas to a stage where they can seek larger, external grants.

4. Eligibility Criteria

- **Faculty Members:** All faculty members who have completed at least one year of service at Samata Degree College are eligible to apply for seed money.
- **Research Proposal:** The faculty member must submit a detailed research proposal outlining the objectives, methodology, expected outcomes, and budget for the project.
- **Alignment with College Goals:** The proposed research should align with the strategic goals and research priorities of Samata Degree College.

5. Application Process

- **Call for Proposals:** The Research Committee will announce calls for seed money proposals at least once a year.



- **Proposal Submission:** Faculty members must submit their research proposals to the Research Committee by the specified deadline. The proposal should include a project summary, objectives, literature review, research methodology, expected outcomes, and a detailed budget.
- **Review and Approval:** The Research Committee will review the proposals based on criteria such as originality, feasibility, potential impact, and alignment with college goals. Approved proposals will be recommended for seed money funding.

6. Funding and Budget

- **Funding Amount:** The maximum amount of seed money that can be awarded to a single project will be determined annually by the Research Committee, based on available resources.
- **Budget Allocation:** The budget should cover essential expenses such as equipment, materials, travel, and personnel costs related to the research project.
- **Disbursement:** Seed money will be disbursed in instalments, with the initial instalment provided upon approval and subsequent instalments based on progress reports.

7. Reporting and Accountability

- **Progress Reports:** Faculty members who receive seed money are required to submit periodic progress reports to the Research Committee, detailing the work completed, milestones achieved, and expenditure of funds.
- **Final Report:** Upon completion of the project, a comprehensive final report must be submitted, including findings, outcomes, and a financial statement.
- **Auditing:** The Research Committee reserves the right to audit the use of seed money to ensure it has been used in accordance with the approved budget and project plan.

8. Intellectual Property

- **Ownership:** Intellectual property rights arising from research funded by seed money will be governed by the college's Intellectual Property Policy.



SAMATA DEGREE COLLEGE

Affiliated to Andhra University & Approved by AICTE

An ISO 9001 : 2015 Certified Institution

SECTOR 10, MVP COLONY, VISAKHAPATNAM – 530 017. (A.P.)



- **Publication:** Faculty members are encouraged to publish their research findings in reputable journals and present them at conferences. The support of Samata Degree College should be acknowledged in all publications and presentations.

9. Renewal and Extension

- **Renewal:** Faculty members may apply for additional seed money if further funding is required to complete the project. Such applications will be subject to the same review process as initial proposals.
- **Extension:** Requests for project extensions must be submitted to the Research Committee and will be considered based on the progress made and justification provided.

10. Review and Amendment

- This seed money policy will be reviewed annually and may be amended as necessary to ensure its effectiveness and alignment with the college's research goals.

This policy document aims to support faculty members in initiating innovative research projects by providing clear guidelines on the provision and use of seed money at Samata Degree College.

Director & Principal