

**PROCEDURE FOR SUBMISSION & APPROVAL OF INTRAMURAL
PROJECTS (FUNDED)**

Call for intramural projects notified by Research Cell to Faculty members after approval by the Director



Interested Faculty member (i.e. Principal Investigator [PI]) submits complete Intramural Project proposal in the prescribed format along with Informed Consent Documents (in case of human studies) to Research Cell along with proposed budget details (hard and soft copies)



After receiving hard and soft copies of the documents, the Research Cell provides a Provisional Project code and reviews it for scientific validity. Following external review, a merit list will be prepared



The research cell will review the shortlisted proposals. PI will have to make a presentation of their project before research committee.



After satisfactory modifications and submission of the revised protocol, the merit list will be submitted to the Director for approval



The Research Cell gives scientific review approval (SRA) letter to the PI, following which the PI shall submit the proposal for ethical review to the IEC



The PI submits IEC approval to the Research Cell which issues a Permanent Project code and notifies Accounts Section for disbursement of the grant.



PI will submit Project progress report to research cell every 6 monthly



PI will submit project completion report and details of fund expenditure to research cell

