

PROJECT PROPOSAL APPROVAL AND IMPLEMENTATION PROCESS

1



Notification of Acceptance

The committee will notify the Principal Investigators (PIs) regarding the acceptance of their project proposals. Subsequently, a meeting will be convened to discuss the project's objectives and financial aspects. During this meeting, the committee will provide feedback and suggestions, if necessary.

2



Incorporating Feedback:

After receiving feedback from the committee, the PIs are required to resubmit their revised project proposals, ensuring that all suggestions and recommendations are appropriately incorporated.

3



Budget Finalization and Approval:

A comprehensive report, including detailed budget information for all recommended projects, will be compiled. This document will be forwarded to the Director for review, approval, and the formal sanctioning of the projects.

4



Fund Allocation and Sanction Letter:

On Director's approval of the budget, a formal sanction letter will be issued to the PIs, officially allocating funds for the project.

5



Recruitment of JRF:

PIs may proceed with the recruitment of Junior Research Fellows (JRF) in compliance with the recruitment policy and guidelines set forth by the ACT Centre. This ensures that the hiring process adheres to the established protocols.

6



Attendance Sharing:

The attendance records of the JRF/SRF will be shared with the Finance Department via the ACT Centre to ensure smooth coordination and financial processing.

7



Procurement of Equipment and Consumables:

For purchasing equipment and consumables, the standard institute procurement guidelines and procedures will be strictly followed. This ensures transparency and adherence to institutional policies.

8



Ownership of Purchased Equipment:

All equipment acquired through ACT funding will remain the property of the ACT Centre