



Ref. No. U-262/SVSU/2025/767

Date: 18.10.2025

**AMENDMENT TO UNIVERSITY RESEARCH PROMOTION POLICY-2024**

Reference: University Research Promotion Policy-2024 notified vide U-262/SVSU/2024/1059 dated 28.03.2024

Subject: Amendment to University Research Policy-2024 on Extra Mural Funded Projects-regarding

In continuation to Notification on University Research Promotion Policy-2024 notified vide U-262/SVSU/2024/1059 dated 28.03.2024, following amendment is being issued in respect of the Extra Mural Funded Projects and shall be read along with the paragraphs number 4 of the policy referred above:

**Para-No.4. Extra mural Funded Projects**

**1. For sponsored Clinical Trials only (CT)**

- a. The funds are subdivided into certain headings i.e. IOH- Institution Overhead charges, manpower charges, consumables and investigations.
- b. Different trials may have different division of funds but in general the consumables and investigations are completely separate and is not in the scope of this policy.
- c. The remaining amount may come either combining IOH and manpower or defining both separately. The following arrangements and definitions are being notified for processing of the charges;
  - i. Resource person : defined as the person whose role was pivotal in bringing the project to the University?
  - ii. SMO/ CRO : the agency that has assisted in the execution of the project. There is a MOU between them and SVSU based on which they provide their services
  - iii. PI/ CO-PI : the Principal investigator and assistants as per record

**2. Institutional Overhead Charges- IOH**

- a. It should not be less than 20% of the project even if it is defined separately
- b. In case it is not defined then 20% of the total project will be considered to be IOH
- c. In case it is defined separately and is less than 20% then the charges from other heads will be deducted to make up for the difference
- d. IOH will not be part of any sharing.

0121 6678000

Subhartipuram, NH-58, Delhi-Haridwar Bypass Road, Meerut-250005 (U.P.) INDIA

18/10/2025

### 3. Manpower

- a. In case it is not defined separately it will be calculated after deducting IOH and consumables cost
- b. The amount will be divided into 2 parts
  - i. SMO/CRO : as per MOU, generally 40-45%
  - ii. SVSU : as per MOU, generally 55-60%
- c. The amount under SVSU will be further divided into 3 parts
  - i. PI/ Co-PI : 60% of this amount- to be further divided into 60:40 into PI and CO-PI
    1. In case of more than one co pi, 50 to pi and 25 -25 to rest.
  - ii. Resource person : 20% of this amount
  - iii. RPF : 20% of this amount

### 4. Research Promotion Fund (RPF)

- a. This fund will be available to encourage the overall research in the University
- b. It will be released with the permission of the trustees working in the capacity of EO/CEO on the recommendation of Director Research
- c. Uses can be to encourage good performance of an employee, facility upgrade, intra-mural grants etc.

This issues with the approval of the Competent Authority of the University.

  
Gp Capt M Yakoob  
Registrar

Memo. No. U-262/SVSU/2025/767  
Copy forwarded for information of:

Date: 18 .10.2025

1. Hon,ble Vice Chancellor
2. CEO
3. EO
4. All Deans/Principals/Directors/HODs
5. Director Research / Additional Director Research
6. Finance Officer
7. CTO. I.T. Dept.
8. Guard File

  
Registrar



SWAMI VIVEKANAND  
**SUBHARTI**  
UNIVERSITY  
UGC Approved Meerut



AN ISO 21001: 2018 ORGANIZATION

OFFICE OF THE REGISTRAR

**Gp Capt M Yakoob**  
M-in-D (Retd.), M.Tech.  
REGISTRAR  
registrar@subharti.org

Ref. No. U-262/SVSU/2024/ 1059

Date: 28 .03.2024

To:

All Deans/HOIs/Principal/Directors/HODs

Sub: Research Promotion Policy-2024 -regarding

Ref: U-07/SVSU/2023/3264 dated 04.10.2023


Sir,

The undersigned is directed to refer to the subject mentioned above and to say that the Competent Authority of University has approved the Revised Research Promotion Policy-2024. The cases for grant of incentives for Research and Publications shall be governed as per this revised policy.

It is hereby notified for all concerned that that the New Research Promotion Policy-2024 shall be implemented for promotion of Research in the University. The revised policy supersedes all earlier policy instructions issued on the subject.

The new policy shall be effective from 1<sup>st</sup> April 2024. The copy of new policy is enclosed for information and compliance.

This issues with the approval of Hon'ble Vice-Chancellor


  
Gp Capt M Yakoob  
Registrar

Ref. No. U-262/SVSU/2024/ 1059

Date: 28 .03.2024

Copy forwarded to information of:-

1. Hon'ble Vice-Chancellor
2. CEO
3. EO
4. Finance Officer
5. Guard File

  
Registrar

## Subharti University Research Promotion Policy 2024

### 1. Journal Publication

#### a. Incentives for Research Publications in Science Citation Index (SCI) / Science Citation Index Expanded (SCI-E)/ Social Sciences Citation Index (SSCI)/ Arts & Humanities Citation Index (AHCI)/ Web of Science/ Pubmed:

The faculty will be paid the following incentives based upon the impact factor of the journals in which the research paper (including systemic review and meta analysis) has been published:

1. a maximum of two research papers in an academic year shall be considered.
2. Impact factor mentioned by Clarivate Analytics will be considered.
3. The incentives as per the impact factor will be as per the table below:

S. No.	Impact Factor	Incentive (Rs.)
1.	>5.0	50,000/-
2.	3.0-5.0	30,000/-
3.	2.0-3.0	10,000/-
4.	1.0-2.0	8000/-
5.	0.25-1.0	5000/-

#### b. Incentives for Research Publications in SCOPUS

In addition to the incentives for SCI, SCI-E, SSCI, and AHCI, the faculty will be paid the following incentives based upon the Cite Score of the journal: a maximum of two SCOPUS indexed research papers in an academic year shall be considered.

S. No.	Cite Score	Incentive (Rs.)
1.	>3.0	7000/-
2.	2.0-2.99	5000/-
3.	0.5-1.99	4000/-

**Note:** Q4 scopus index journal without any cite score will not be considered.

8000/-  
28/03  
2024

**c. Incentives for Research Publications in Emerging Sources Citation Index (ESCI) /Current Chemical Reactions (CCR-Expanded) and UGC CARE / Web of Science (other than core collection) :**

An incentive amount of Rs. 2000/- is applicable for publications in any ESCI/UGC CARE, and a maximum of two ESCI/ UGC CARE research papers in an academic year shall be considered.

**d. Incentive for Citations**

1. For citation of papers under the affiliation of 'Swami Vivekanand Subharti University', Meerut an amount of INR 1000/10 citations will be considered, for the citations in that academic year only.
2. The citations will be measured using Scopus; it should not include self citations.
3. Award amount to be shared if more than one author publishes the paper and in proportion as described hereinbelow, for first author to last author.
4. there shall not be more than 4 authors for a paper.

Note: In case a journal is indexed in more than one indexing agency then for the purpose of incentive the indexing agency rated higher in the university policy will be considered.

The incentive amount will be shared amongst the authors as below:

1	Papers with two authors	Corresponding author	60%
		Author other than the corresponding author	40%
2	Papers up to three authors	Corresponding author	50%
		Authors other than the corresponding author	25% each
3	Papers with more than three authors	Corresponding author	40%
		Remaining 60% to be equally divided in the rest of the authors	60%

**2. Patents**

a. Filing:

- i. The filing fee of the patent will be borne by the University.
- ii. In case the filed patent is accepted for examination then the 50% of the examination fee will also be borne by the University

2000/-

- iii. The inventors will be given an additional Rs. 2000/- for the patents which have been selected for examination, that will be divided equally amongst the inventors.
- iv. The name of the University in the patent application should be at the first place for consideration.
- b. Grant:
  - i. in case the patent is granted then Rs. 50,000 will be awarded, which will also be divided equally among the inventors
- c. Commercialisation:
  - i. The royalty of the commercialized patent shall be shared among the inventors and SVSU in the ratio 60:40.

### 3. book/chapter

Faculty members who have made efforts to write and publish books or monographs are encouraged and an incentive will be given to the faculty member as per the cap provided:

Details	Published by	Amount
Full Book	Scopus/ Web of science indexed International Publisher	20,000/-
Full Book	ISBN National Publisher	5000/-
Edited volume of book or Chapters (with ISSN/ISBN number wherever necessary) Indexed in Scopus/WOS	Scopus/ Web of science indexed International Publisher	5000/-
Edited volume of book or Chapters (with ISSN/ISBN number wherever necessary)	National Publisher	2000/-
Monographs	National Level / International Level	2000/-

- a. If the book/chapter/monograph is contributed by more than one author, the incentive amount will be shared by all the authors equally
- b. In case an author publishes in the ISBN publishing of the University Press then a 10% incentive over the above mentioned category will be given
- c. One who claims for edited book cannot claim for his contribution to a chapter in the same book
- d. A maximum of two books/chapters/monographs may be considered per academic year.
- e. Thesis published in the form of book and lab manuals will not be considered.
- f. Conference proceedings as lecture notes will not be considered.

*2000*

#### 4. Extra mural Funded Projects

All Professors, Associate Professors and Assistant Professors with Doctorate Degree shall endeavor to submit Research Projects for award of grants from external agencies such as DST GOI, SERB, ICMR, DHR, DBT, DRDO, ISRO, TIFAC, SERB, UGC, AICTE, CSIR, ICSSR, UP CST etc. and international funding agencies.

For the purpose of sharing of funds, the projects will be divided into

- a. Sponsored Projects where the Investigator charges are defined separately:
  - i. 80% of the charges will be payable to PI and Co-PI in the ratio as defined here-in-below
  - ii. 20% will be reserved in the "Research Promotion Fund".
  - iii. Resource person: defined as the person whose role was pivotal in bringing the project to the University. 50% of the research promotion fund will be granted to him/her
- b. Where the project charges are not defined separately
  - i. Principal Investigator and Co-Principal Investigator(s) shall be given an incentive of the total grant received by SVSU/ Trust as per details given below:

S. No.	Grant Received	Incentive Percentage
1.	Upto Rs 1 Lakh	10%
2.	Rs 1 Lakh to Rs 10 Lakh	5% subject to minimum Rs 10000/-
3.	Rs 10 Lakh to Rs 50 Lakh	3% subject to minimum Rs 50000/-
4.	More than Rs 50 Lakh	2% subject to minimum Rs 150000/-

#### 5. Paper presentation (a presenter/ invited speaker/ orator)

- a. The International/ National conference must be of repute (viz. IEEE, Springer/Wiley/IPC/Scopus etc.) and the hosting institutions must be of repute as well (IITs/ IISc/ NITs/ IIITs/ Central Universities/ Deemed Universities etc.).
- b. The faculty would be allowed OD + Registration + T.A. (on university defined rates). on an actual basis or maximum up to the limit of Rs. 15,000/- for National and Rs. 50,000 for International abroad or actual expenses whichever is less.
- c. Each faculty member can present research papers at more than one conferences of repute with the financial assistance in an academic year being limited to Rs. 15,000/- only.

*Handwritten signature/initials*

- d. Prior approval for the above will be needed.
- e. It should be ensured that not more than 50% of the departmental faculty are given leave at a single working day.
- f. In case an undergraduate student presents paper and poster (oral/digital) in an international conference/Seminar: T.A + registration fees or Rs. 5000/- whichever is less.

#### 6. For Attending Workshops/ Seminar/ FDPs:

1. The faculty would be allowed OD + Registration+ T.A. on an actual basis or Rs. 10,000/- whichever is less.
2. Prior permission for the above should be taken from the Principal. Claims submitted in backdate without the due approval will not be entertained
3. The Workshops/ Seminars/ FDPs hosting institutions must be institutes of repute (IITs/IISc/NITs/IITs/Universities/Deemed Universities etc.).
4. Each faculty member can attend workshops/seminars/FDPs of repute once in an academic year with financial assistance limited to Rs. 10,000/- only.
5. Details of the knowledge sharing session must be submitted while making the claim.
6. The above is in case no other agency has given any financial help for the same.

#### 7. State/ National/ International recognition/ award

- a. Category A: Rs 1.5 lakh
  - i. Nobel Prize, Bharat Ratna
  - ii. International awards by UN, WHO, UNESCO and International Academy, International University like Magsaysay, Pulitzer
  - iii. Padma awards
  - iv. President of India special awards like BC Roy award etc.
- b. category B: a maximum of Rs. 10 thousand
  - i. Jnanpith, Sahitya Academy national award from Agencies like UGC, CSIR, DBT ICMR, National Academy, NMC, ICSSR, ICHR etc.
  - ii. State government awards for science, medicine like UP CST award and best teacher award of universities
  - iii. Fellowship titles of National Academy, Award of national level in science and Medical science/ FAMS

#### 8. Best Researcher Award

Following Annual Research Awards shall be instituted in SVSU.

S. No.	Name of the Award	Incentive	Minimum Qualifying Criteria	Remarks

*2020*

1.	Best University Researcher Award for Teachers	Rs 50,000/- plus Citation	100 Points	Common for all Faculties
2.	Best Faculty Researcher Award for Teachers	Rs 25,000/- plus Citation	50 Points	One for Each Faculty
3.	Best Rising Researcher Award for Teachers	Rs 10,000/- plus Citation	50 Points	For Each Larger Faculty where number of teachers are more than 50 such as Medical, Dental
4.	Best Researcher Award for Students including Research Scholars	Rs 25,000/- plus Citation	50 Points	One for Each Faculty

**Note:** If a faculty member is entitled for more than one Best Researcher Award, he/ she will get only the highest award.

**Weightage for Research Points shall be as under:**

S. No.	Description	Points Earned
1.	Research Paper published / accepted in SCOPUS /WOS /PUBMED Indexed Journal	10 Per Paper
2.	Research Paper published / accepted in SCOPUS /WOS /PUBMED Indexed Conference	05 Per Paper
3.	National Patent Awarded	50 Per Award
4.	International Patent Awarded	100 Per Award
5.	National Patent Published	10 Per Award
6.	International Patent Published	20 Per Award
7.	Copyright Awarded	05 Per Award
8.	Indian Design Patent Awarded	10 Per Award
9.	International Design Patent Awarded	15 per award
10.	Research Project Grants received by SVSU from external agencies	1 Per Rs 10000/-

*Handwritten signature*

- a. It will be given on an yearly basis on the Teachers' day function only if any faculty member meets the criteria given below.
- b. The University may choose to include previous years achievements of a faculty for assessment, but only in case they were not awarded against those earlier.
- c. It will not be a right of the faculty and will only be awarded in case the University Research Committee proposes the name and is approved by the Hon'ble Chancellor And the hon'ble Vice Chancellor.

## 9. Membership of Professional Societies:

- a. Eligibility:
  - i. All SVSU faculty members with more than 05 SCI/ SCIE/ SSCI/ Pubmed/ SCOPUS/ Index Medicus research papers
  - ii. Who have completed at least two years of service with SVSU
- b. Reimbursement: 75% of membership registration fees of societies of National repute.
- c. The faculty will have to apply prior for sanction of the membership fee.
- d. A maximum of Rs. Eight thousand (Rs. 8000) will be paid for both National and International society membership for the faculty across their tenure on the same academic position.
- e. The membership should have been in the current financial year, lifetime memberships will not be counted
- f. The faculty should have been mentioned ONLY as the member/ faculty of the university
- g. In case the person resigns within that year then he/she will reimburse the membership of that year to the university

## 10. Ph. D Supervisor/ Co-Supervisor:

- a. Every year on Teachers' Day, the top five SVSU Ph. D research supervisors will be awarded
- b. Out of the 5; 3 should be from Professor category and 1 from Associate professor and Assistant professor category.
- c. The award will be based upon the number of Phds awarded under them in an academic session.
- d. Minimum number for PhD students awarded in that year should be Two, For qualifying for the above award.
- e. The numbers for the purpose of the award for best PhD Supervisor will be counted only after the PhD has been awarded.
- f. 4 of the selected 5 supervisors will be given Rs 8000/- each
- g. The Best Ph.D. Supervisor (based on the maximum number of PhD students) will be given Rs 12,000/-
- h. In cases of a tie the quality and quantity of the published literature against the research and the feedback of the PhD students will be considered
- i. The award may not be given in case it is found that the Supervisor is not actively involved in the process of research guidance

*2000*

### 11.A. SEED MONEY: for PhD research

- a. Each Research (PhD) Guide shall be allocated a Seed Money of minimum Rs. 1,00,000/- for getting it utilized by his/her PhD scholars in the first year after the approval of topic. The Guide may club two or more scholars to meet the requirement of minimum grant of seed money
- b. The amount will be utilized for purchase of equipment, testing charges and consumables.
- c. Only projects passed by the University Scientific Committee (RDC) on the already registered topics will be considered.
- d. The Guide may request the University to pay to the vendor directly.
- e. The amount sanctioned will have to be Utilized within that financial year.
- f. The Approval of the Purchase Officer of the University shall be taken for the purchase of the items, who will ensure and certify that 'the goods /services have been procured at a minimum or reasonable (if not minimum then justify the reason) market price'.
- g. The ownership of the items bought with the fund will remain with the University.
- h. If there is any Damage to the equipments due to misuse, will have to be compensated by the candidate

### 11.B. SEED MONEY:

It is an intra-mural Grant which is intended to support faculty for developing innovative research proposals, novel ideas for new methodologies / protocols / models/ algorithms/ collecting preliminary data,/ testing proof of concept.

1. Only Regular faculty can avail the facility
2. The projects will be submitted to Director research or his allotted representative (in R & D Cell) who will act as a single-window system for any future support required by the researchers in this regard.
3. The project must be processed within 14 days from the date of submission to the R & D Cell by the concerned authority with his remarks to the hon'ble VC or URC.
4. The progress will be displayed and will need to be updated by all the stakeholders on a digital platform once it is developed.
5. The research projects will need to be approved by the University Research Committee.
6. A faculty member can avail only one such research project grant as a Principal Investigator at any given time. The ongoing project must be successfully completed before the next proposal is submitted for consideration.
7. The PI is required to publish papers in indexed journals (Scopus/WOS/Pubmed) from the research work carried out in the project before its completion. The PI must acknowledge the funding source and include University Affiliation in all such publications.
8. A minimum of Rs 1.0 lakh will be sanctioned for recurring / non-recurring expenses.

*2000*

9. The duration of the research project will be for a minimum period of 6 months from the date of issue of sanction letter.
  10. Purchase of equipment/ resources: any purchase should with an approval from the purchase department verifying a reasonable price for the items/ services.
  11. Utilization certificate: 6 monthly utilization certificates will have to be given by the candidate justifying the adequate use of the fund. In case of 6 month projects the completion report will be required.
  12. Cancellation: The university may choose to cancel the funding and ask for the refund of the amount in case the researcher is found to have some malafide intent, as a part of a disciplinary action or in case of inadequate utilization.
  13. Refund: in case the research fund is not timely utilized then the faculty will be required to refund the unutilised amount with or without a 1% monthly penalty from the day the amount was given, as per the decision of the University Research Committee.
  14. The faculty may choose to not receive the fund directly, rather get it allocated under their name and request the University to pay for the resources directly.
  15. Ownership: any Intellectual Property Right under the project will be the shared right of the University with the researchers. Any equipment purchased will be the property of the University.
  16. Each grant sanctioned by the University / funding agency shall be duly acknowledged by the researchers in the research publications under affiliation with Swami Vivekanand Subharti University, Meerut-250005 India.
12. SWAYAM/ MOOC e-content generation
1. If a faculty submits E-content on Swayam/ MOOC site that is accepted, then an incentive of Rs. 10,000/- per content will be given.
  2. The e-content thus generated and approved by UGC for SWAYAM/MOOCs shall only be considered for such incentive

Note:

1. The above is for Subharti University faculty members only.
2. The material should mention Swami Vivekanand Subharti University, Meerut affiliation
3. In case multiple authors or inventors are involved where the other inventors are of some other institution then the full amount will be given to the members of Swami Vivekanand Subharti University, Meerut only
4. The claims for indexing publications will be accepted after verification of the paper on the site of the indexing agency with the affiliation of the name of the University "SWAMI VIVEKANAND SUBHARTI UNIVERSITY, MEERUT-250005 India"

20005  
28.03  
2024  
Registrar