

I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY

Estd. Under Punjab Technical University Act, 1996
(Punjab Act No. 1 of 1997)

Ref. No. : IKGPTU/Reg/NF/54


Dated : 17.02.2021

NOTIFICATION

Sub: Utilization of overhead grant received under sponsored research projects.

As per approval of Vice Chancellor, please find attached the copy of policy for the utilization of total overhead grant received under sponsored research projects.

Encl: As stated above



(Sandeep Kumar Kazal)
Registrar

Endst. No. IKGPTU/Reg/NF/55-58

Dated: 17.02.2021

A copy is forwarded to the following officers for information please.

1. I/C Secretariat, O/o Vice Chancellor: For information of Vice Chancellor
2. All HoDs/Incharge (Non Teaching)
3. Director (Main and Other Campuses): To inform all Deputy Dean (Faculty), HoDs (Teaching) and Incharge, Constituent Campuses
4. Incharge (ITS): For upload on website


(Sandeep Kumar Kazal)
Registrar

**Policy for the utilization of overhead grant
(under sponsored research project)**

1. Scope for utilization: The overhead expenses are meant for the host Institute towards the cost for providing infrastructural facilities and general administrative support etc. In order to strengthen the research infrastructure in the research Lab in the teaching departments of the University Campus, the PI and Co-PI may be allowed to spent overhead charges of the ongoing and future projects as per the following:

2. Usage of overhead charges:

The overhead grant received under sponsored research project shall be used for:

- i. Purchase of minor equipment.
- ii. The cost related to IPR patent filing/sending/presenting to outside agency etc.
- iii. Consumable items not covered in the direct project budget.
- iv. Financial assistance for PI and Co-PI or enrolled research scholar for attending the conference as per university norms.
- v. Financial assistance for travel (in India) related to project and for research interaction with industry/institute/research organization/faculty development program.
- vi. Purchase of books/ journal/research papers.
- vii. Membership of professional society/ bodies.
- viii. Purchase of furniture/ computing facility/ other infrastructure for the lab.
- ix. Article processing charge for publication in reputed journal.
- x. Any other expenditure approved by competent authority.

3. Duration for utilization

The overhead amount can be utilized till the completion of a project.

4. Procedure

The utilization of overhead charges by the PI and Co-PI for item mentioned in para no. 2 shall be done as per IKGPTU Norms.

The bottom of the page contains several handwritten signatures and initials. On the left, there is a circular stamp with a signature inside. To its right, there are two more signatures, one of which appears to be 'Ambekar'. Further right, there is a signature that looks like 'Kumar'. On the far right, there is a large, stylized signature.