



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର  
Odisha State Open University (OSOU)  
Sambalpur

ଡଃ ମାନସ ରଞ୍ଜନ ପୂଜାରୀ, ଓଡ଼ିଶା (ଓ)  
କୁଳସଚିବ  
Dr. Manas Ranjan Pujari, O.E.S(I)  
Registrar

OSOU/2019/1422

Date: 22/10/2019

To

Dr. Debabala Swain  
Associate Professor  
Rama Devi Women's University  
Bhubaneswar

Sub: Award of Minor Research Project!

Dear Sir,

Greetings from Odisha State Open University, Sambalpur!

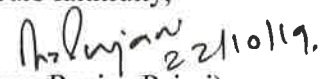
I take pleasure in informing you that the proposal submitted by you has been selected for the award of Minor Research Project. The detailed guidelines as prescribed in *Annexure 1* titled *Terms and Conditions* are enclosed with this letter for compliance.

Please note that the total amount of the grant is **Rupees One Lakh only** and the procedure for disbursement of the grant is presented in the Annexure referred above. You are requested to go through the Terms and Conditions and submit a duly signed scan copy of this letter indicating that the terms and conditions are acceptable to you via mail at [m.project@osou.ac.in](mailto:m.project@osou.ac.in) on or before the Friday 8<sup>th</sup> November 2019.

With regards,

ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର  
ODISHA STATE OPEN UNIVERSITY, SAMBALPUR

Yours faithfully,

  
(Dr. Manas Ranjan Pujari)

Registrar

REGISTRAR  
Odisha State Open University  
SAMBALPUR

Copy to: Ms Snigdha Sahoo, Assistant Professor, Rama Devi Women's University

**Annexure -1**  
**TERMS AND CONDITIONS**

1. The Grant is for a period of one year from the date of issue of the letter.
2. Final report is to be submitted within the period of one year.
3. Please ensure that the final research report does not violate Copyrights / Intellectual Property Rights (IPR) of others and upholds academic integrity.
4. Plagiarism is strictly prohibited as per the University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018.
5. The first instalment of the grant i.e. 40% of the sanctioned amount will be released after the applicant complies with the project grant initiation procedure.
6. After receiving the half yearly progress report, statement of expenditure and utilization certificate of the 1st instalment of the grant; the second instalment i.e. 40% of the total grant will be released.
7. The third and the final instalment i.e. 20% of the remaining amount will be released only after receiving the following:
  - Two hard copies of the final report along with the softcopy.
  - A consolidated item wise detailed statement of expenditure incurred during the entire duration of project in the prescribed format duly signed and sealed by the competent authorities of the university / college / institution and the Principal Investigator.
  - A consolidated Audited Utilization Certificate for the amount actually utilized towards the project duly signed and sealed by Govt. Internal Auditor / Chartered Accountant, competent authorities of the university / college / institution as well as the Principal Investigator in the prescribed format.
  - The unutilized grant (if any) may be refunded immediately through demand draft drawn in favour of Odisha State Open University, payable at Sambalpur.
  - The applicant is expected to settle the accounts through the University immediately on completion of the project.
8. The project is not transferrable and no further extension is permissible under any circumstances.
9. You will be submitting a monthly report in [m.project@osou.ac.in](mailto:m.project@osou.ac.in) regarding the progress of the project.
10. Please furnish your bank details as under:  
Name of the Bank, Location  
Bank Account Number  
IFSC Code:  
PAN Card No.  
Aadhar Card No.

*Handwritten signature*  
22/10/19.

Registrar  
**REGISTRAR**  
**Odisha State Open University**  
**SAMBALPUR**