

#### Midnapore, West Bengal 721102



#### **3.1.3: Supporting Documents**



e-copies of the award letters of the teachers

#### Charles Walace India Trust

Mr Shubhendu Shekhar Naskar 29, Shirali Para Road P.O. Jaynagar Majilpur P.S Jaynagar District South 24 Parganas West Bengal 743337 India

5 July 2022

Dear Shubhendu Shekhar Naskar

#### Research Grant confirmation of offer – Charles Wallace India Trust (CWIT).

I am pleased to tell you that the CWIT trustees would like to offer you a grant of £1,500 towards the cost of the short UK research visit that you have planned. This grant is to enable you to conduct research into *Dr B.R Ambedkar's London Years and the making of Dalit Theatre*, as outlined in your application.

Please note that CWIT will <u>not</u> be able to offer you any additional funding to that set out in this letter. It is your responsibility to plan in advance and ensure that you have sufficient funds to cover your international travel and all of your living costs as well as any other necessary expenses for the entirety of your stay in the UK. This could include items such as PCR Covid testing or the purchase of books/journals etc.

Please also note that by accepting this offer, you agree that CWIT <u>does not</u> owe you a duty of care of any kind, and in particular, though not limited to, in cases of emergency, accident, injury or illness, should any occur to you during your stay in the UK. To that extent, we would advise that, prior to your arrival in the UK, you ensure that you have the necessary means to undertake your studies/research in the UK for the entirety of its duration and have taken out all necessary insurance policies, including health insurance and travel insurance.

**Grant conditions:** you must write a brief report (maximum 3 or 4 pages of A4 paper), for the CWIT trustees within two months of completing your course and returning to India. You may be disqualified from applying to CWIT in the future if we do not receive this report.

Please read the terms and conditions carefully and if you wish to accept our offer, please sign and scan a copy of this letter and email it to me ASAP. Please make early contact with Sakshi Sharma at the British Council (she is cc'd here). British Council colleagues will be able to support your visa application. They will also arrange for you to collect the grant on arrival in the UK, on behalf of CWIT.

Yours sincerely,

Ms. Shreela Ghosh

Secretary

Charles Wallace India Trust

https://www.charleswallaceindiatrust.com/



**Revathy Vishwanath Deputy Director RP Division Incharge** Tel #011-26716690 E-mail: rpsicssr@gmail.com

Indian Council of Social Science Research

(Ministry of Human Resource Development) JNU Institutional Area, Aruna Asaf Ali Marg New Delhi - 110067

Website: www.icssr.org

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Dated: 21-03-2022

The Registrar, Vidvasagar University, Medinipur-721102, West Bengal

F.No. G-24/2021-22/ICSSR/RP

Subject:

Sanction of Research Programme entitled "Lives and Livelihoods of Migrant Workers from West Bengal: Aftermath of the spread of COVID-19" to Dr. Tarak Nath Sahu, Associate Professor, Vidysasagr University, Medinipur-721102, West Bengal.

01/04/22

Dear Sir,

- 1. The Indian Council of Social Science Research (ICSSR) considered the above Research Programme project submitted by Dr. Tarak Nath Sahu, Associate Professor, Vidysasagr University, Medinipur-721102, West Bengal. Co-Project Directors of the study are: -1. Dr. SudarshanMaity, Deputy Director, The Institute of Cost Accountants of India, 12- Sudder Street, Kolkaa,-700016, West Bengal.
- 2. The study, as proposed by the researcher, is to be located at and financially administered by your institution as per the guidelines of this award.
  - 3. The ICSSR has sanctioned a grant-in-aid of Rs.15,00,000 (Rupees Fifteen lakh only) for the above research project and the grant will be released as follows:

Rs. 6,00,000/-First instalment @40%: Rs. 3,00,000/-Second instalment @ 20%: Rs. 1,50,000/-Third instalment @ 10%: Rs. 1,50,000/ Fourth Instalment @10%: Rs. 2,25,000/-Final instalment @15%: Rs. 75,000/-Publication Grant\* @ 5-6%: Rs. 15,00,000/-

Overhead charges over and above

5% or maximum Rs.1,00,000 : Rs. 75,000/- \*\*

(\* to be retained by the ICSSR. ICSSR would publish it subject to the recommendation by the expert and relevant Committees for the purpose, from the overall budget, so to be retained by the ICSSR).

(The break-up budget approved by the ICSSR of Rs.15,00,000/- is enclosed.)

Finance Department, V.U. Received but Contents not Verific Diary No. 25 Date Of DA Time...3:52....Signature....

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<sup>\*\*</sup>will be released on successful completion of project after evaluation.

- 1. The First installment of the approved grant-in-aid will be released after receiving the grant-in-aid bill duly filled in, stamped and signed by the Project Director as well as the affiliating organization. (GIB already received).
- 2. In case, the study involves survey research, the finalized schedules/questionnaires (2 copies) designed to elicit information should be sent to the ICSSR as per the following schedule:
  - a) If the schedule /questionnaire for eliciting information is as per standard questionnaire, these will have to be sent to ICSSR immediately,
  - b) If the schedule /questionnaire for eliciting information are to be designed afresh keeping in view the requirements of the project, these will have to be sent to the ICSSR within a period of six months in any case.
- 6. The Second instalment will be released after receiving a satisfactory six/nine/ twelve months Progress Report (depending on the duration of the programme), simple statement of account of first instalment, published peer reviewed journal, signed minutes of the Advisory Committee approving progress made by the Project Director and recommending release of second instalment along with grant-in-aid bill towards the second instalment.
- 7.The Third instalment will be released will be released after receiving second Progress Report (depending on the duration of the programme), simple statement of accounts of the second instalment, signed minutes of the Advisory Committee approving progress made by the Project Director and recommending release of third instalment along with grant-in-aid bill towards the third instalment.
- 8. The fourth instalment will be released after receiving book length Final Report in soft copy (both word and PDF format), Executive Summary of Final Report in soft copy (both word and PDF format), 500 words abstract of the Final Report in soft copy, research papers published in peer reviewed journals duly acknowledging ICSSR, similarity index score sheet, simple statement of accounts of third instalment along with grant-in-aid bill towards the fourth instalment. Project Director is required to submit hard copies of the Final Report only after the confirmation from the ICSSR after incorporating the suggested changes. Such data or information relating to the research project as may be asked for by the ICSSR for preservation in its Data Archives should be given by the scholar.
- 9. The publication grant will be retained by the ICSSR & will be spent by the ICSSR Publication Division if the Final report is found publishable by an Expert Committee constituted by the ICSSR.
- 10. The scholar shall acknowledge support of ICSSR in all publications resulting from the project output (Research Paper, Books, Articles, Reports, etc.) and should submit a copy of the same to the ICSSR during its course and after completion.
- 11. Final instalment will be issued after receipt of recommendation of the expert for acceptance of the Final Report, Audited statement of accounts (AC) in prescribed format with utilization certificate (UC) in GFR-12A form for the entire approved project amount duly signed by the Finance Officer/Registrar /Director of the affiliating Institution, verification of all documents and decision on retaining of equipment and books etc. The institutions of which the accounts are not audited by CAG/AG, their utilisation certificate will be signed by the Finance Officer and a chartered accountant.
- 12. The Overhead Charges to the affiliating institution will be released after the Final Report has been accepted and documents verified by the ICSSR. The ICSSR reserves the right to change the affiliation if it is found that the affiliating institute is not co-operating with the scholar and it is not facilitating timely completion of the study.
- 13. The Project Director will ensure that the expenditure incurred by him conforms to the approved budget heads and relevant rules. Audited Statement of accounts with Utilization Certificate in GFR of 12A form is for the entire project amount approved for the project.

14. The University/Institution of affiliation will provide to the scholar office accommodation including furniture, library and research facilities and messengerial services. For this, the ICSSR shall pay to the University/Institution of affiliation overhead charges @5% over and above or maximum Rs.1,00,000 of the total expenditure incurred on the project only after successful completion of the project.

15. The Contingency Grant may be utilized for research and office assistance, books, stationary, computer cost, research assistance and the field work expenses of Project Director, Co-Project Directors and research personnel

connected with the research work.

16. The overhead charges to the affiliating institution over and above @ 5% or maximum Rs.1,00,000 will be released

only after successful completion of the project after evaluation. The accounts and the Utilization Certificate will be

signed by the Finance Officer/Registrar/Principal/Director in the case of accounts of the institution are audited by

CAG/AG. Otherwise, they need to be signed by the Finance Officer and the Chartered Account.

17. The Director of the research project will be **Dr. Tarak Nath Sahu** who will be responsible for its completion within 24 Months from the date of commencement of the project, which is 07 March 2022, as intimated by the scholar.

18. In case, the Project Director does not submit the periodic / final project report as per schedule with adequate

justification, the scholar may be debarred from availing all future financial assistance from ICSSR.

19. All grants from ICSSR are subject to the general provision of GFR 2017.

20. The Project Director will ensure that the expenditure incurred by him conforms to the approved budget heads. The grant-in-aid is subject to all the conditions laid down in the Indian Council of Social Science Research (ICSSR)

Research Projects available in the ICSSR website www.icssr.org

21. The expenditure on this account is debatable to the Budget Head-ICSSR (Scheme Code 0877); OH 31.09 Research

Projects.

22.All project instalments will be transferred through Public Finance Management System (PFMS) and ICSSR shall

implement the EAT module for ensuring transparency of expenditure at all levels and to ensure that there is no

parking of funds.

23. As per MoE (Ministry of Education) instruction, the amount of grant sanctioned herein is to be utilized by the end

of the project duration. Any amount of the grant remaining unspent shall be refunded to the ICSSR immediately after

the expiry of the duration of the project. If the grantee fails to utilize the grant for the purpose for which the same

has been sanctioned/or fails to submit the audited statement of expenditure within the stipulated period, the

grantee will be required to refund the amount of the grant with interest thereon @ 10% per annum.

24. Any instalment release is subject to availability of grant, and satisfactory progress report of the scholar. Mere

award of the study does not entitle the scholar for the release of any of the instalments.

Yours faithfully,

(Revathy Vishwanath).

For MEMBER-SECRETARY

#### Encl: as above. Copy to:

- Dr. Tarak Nath Sahu,
   Associate Professor, Vidysasagr University,
   Medinipur-721102, West Bengal
- Dr. Dr. SudarshanMaity,
   Deputy Director, The Institute of Cost Accountants of India,
   12- Sudder Street, Kolkaa,-700016, West Bengal
- 3. Finance Branch, ICSSR, New Delhi
- 4. Record file

For MEMBER-SECRETARY

Title: " Lives and Livelihoods of Migrant Workers from West Bengal: Aftermath of the spread of COVID-

By: Dr. Tarak Nath Sahu

S.No	Heads of Expenditure	Value (Rs.)
1	Project Director/Co-PD	
2	Research Staff: Full time/part time/Hired services	Not exceeding 45% of the total budget.
3	Field work	Not exceeding 35%
4	Equipment and study material	Not exceeding 12%
5	Contingency	Not exceeding 5%
6	Publication of report -	approx.5-7%
	Grand Total	ICSSR will finally make it 100%
	Affiliating Institutional overheads over and above the grand total	(Affiliating Institutional overheads @ 5% of the approved budget, subject to a maximum upper limit of Rs.1,00,000/-)

<sup>\*</sup> The five percent (5-7%) publication amount will be spent by the ICSSR Publication Division if the Final report is found publishable by an Expert Committee constituted by the ICSSR.

#### Remuneration and Emoluments of Project Staff

(a)Project staff could be engaged by the Project Director on a full/ part-time basis during the research work and the duration/consolidated monthly emoluments of their employment may be decided by the project director within the limits of the sanctioned financial allocation and as per the ICSSR rules (b) Research Associate @Rs.25, 000/- p.m. (Qualification – Post graduate in any social science discipline with minimum 55% marks and NET/SLET /M.Phil/Ph.D)(c)\Research Assistant @Rs.20, 000/- p.m. (Qualification-Ph.D./M.Phil./ Post graduate in social science discipline with minimum 55% marks(d) Field Investigator @ Rs.15, 000/-p.m. (not exceeding 6 months) (Qualification- Post graduate in any social science discipline with minimum 55% marks)(e).Retrospective payment for work already done is not permissible.

- ➤ Re-appropriation: The Project Investigator may with the permission of the Institution, re-appropriate expenditure from one sub-head to another, subject to a maximum of 5-7 % of the particular budget heads. If the study necessitates re-appropriation beyond 7%, it may be done only after the approval of the ICSSR
- Selection of Research Staff should be done through an advertisement and a selection committee consisting of (1) Project Director; (2) One outside Expert (other than the institute where the project is located); (3) a nominee of the Vice Chancellor/Head of the Institution and (4) Head of the Department)/Dean of relevant faculty duly approved by the competent authority.
- > For all field work related expenses of Project Director, Co-Director and project personnel, rules pertaining to affiliating institutes shall be followed.
- All equipment and books purchased out of the project fund shall be the property of the affiliating institutions. On completion of the study, the Project Director shall submit an undertaking in this regard. The ICSSR, however, reserves the right to take charge of equipment and books, if it thinks it fit in a case.
- Purchase of equipment/ assets for the research Project is permissible only if it is originally proposed and approved by the ICSSR and does not exceed the permissible amount.
- The scholar should acknowledge the support of ICSSR in all publications resulting from the programme output (Research Paper, Books, Articles, Reports, etc.) and should submit a copy of the same to the ICSSR during its course and even after completion.

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as a member of Platinum Club for his Outstanding contribution in research and publication for the year 2022.

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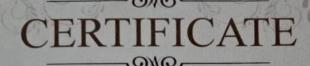
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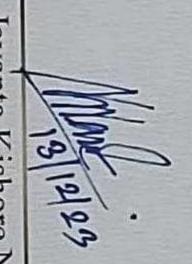
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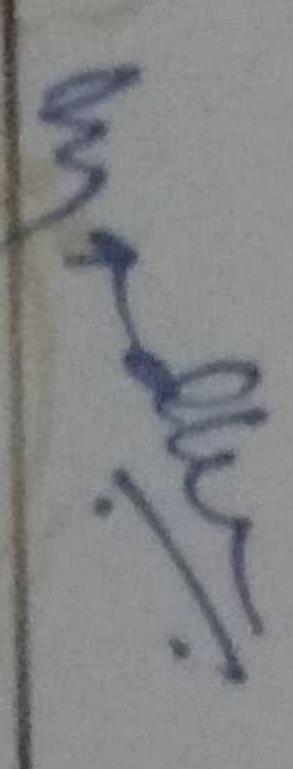
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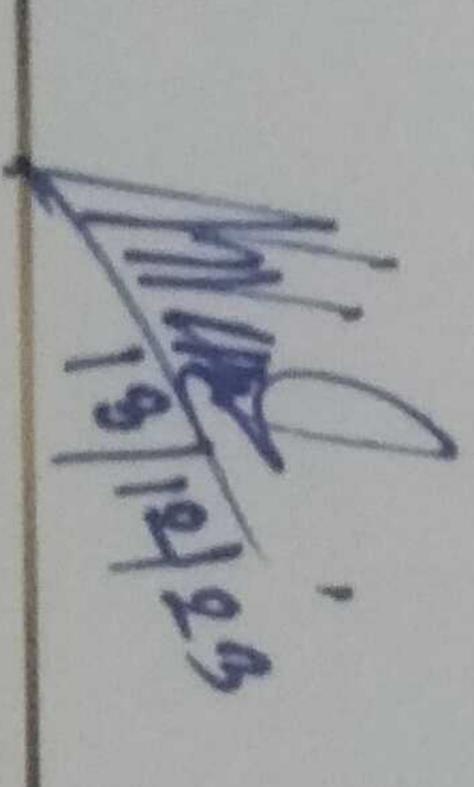
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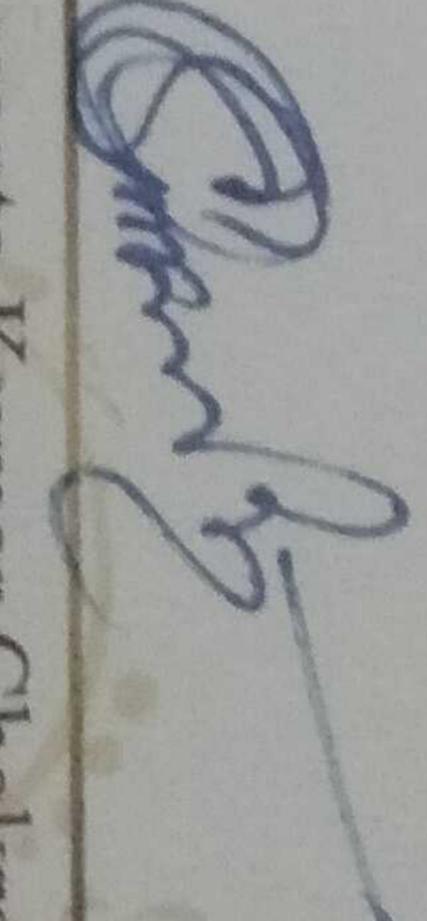
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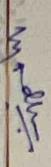


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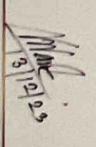


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