

CENTRE FOR RESEARCH SPONSORED RESEARCH PROJECTS PROCESS FOR PROJECT PROPOSAL SUBMISSION TO EXTERNAL AGENCIES

Step 1: Preparation of Research Project proposal according to the funding agency guidelines.

Step 2: Approval of Dean / HoD / Program Co-ordinator.

Step 3: approval of budget by CFO

Step 4: Submission of the form to the sponsored Research Project Division

Step 5: Submission of the Proposal to the Centre for Research.

[Download Proposal Submission Request Form](#)

Step 6: Approval by Director, Centre for Research.

Step 7: Submission of the approved proposal with the Proposal Submission Request Form to the Office Superintendent to obtain the official forwarding letter from the Head of the Institution.

Step 8: Submission of the Proposal along with necessary documents on the concerned agency website.

Step 9: Fill in the Google form to upload submission details (for documentation purpose).

<https://forms.gle/5bYKg26RCqXyxxaX7>

Step 10: Submission of Undertaking Letter after the project has been sanctioned.