RESEARCH AND DEVELOPMENT (R & D) FUND

The Research and Development (R & D) Fund has been set-up in NABARD for facilitating training (through its training establishments), seminar/conference, conduct of studies/ research projects, Student Internship, etc. The assistance from R&D Fund is available in one or more of the following forms:

a. Grant
b. Loan carrying interest (to be determined by NABARD)
c. Grant-cum-Loan

A. SUPPORT FOR CONDUCTING SEMINAR / WORKSHOP /CONFERENCE

1. Sponsoring the event or extending partial support towards printing of proceedings/ abstract of papers/research articles to be presented in the Conferences/ seminar/ Symposia/ Workshops/Round Table Discussion proposed to be conducted by an outside agency on the themes relevant and useful to NABARD.

2. NABARD proposing to organize seminars on selected themes either independently or jointly with any other organization or requesting an organization to conduct a seminar on behalf of NABARD.

INSTITUTIONS ELIGIBLE FOR SUPPORT UNDER R&D FUND

1. Universities/ Research Institutions/ Management Schools and other agencies which are engaged in promotion of agriculture & rural development by way of conducting seminars, etc., in the field of agriculture and allied activities, rural development, development banking, rural infrastructure, rural business, risk management, insurance, other areas considered appropriate by NABARD.

2. In addition to the above, corporate research units in the field of agribusiness and related areas as also registered action oriented research institutions, Panchayati Raj Institutions at State and District level, NGOs/ MFIs with demonstrated abilities and spotless credentials would also be considered eligible on a very selective basis for providing R & D Fund support for seminars/ conferences/ workshops, etc.

ELIGIBLE PURPOSES

The themes/ objectives of the seminar should be related to the field of banking, agriculture (& allied) and rural development intended to discuss subjects which are of current relevance to NABARD and its area of operation and focussing on specific solutions of various problems in the sectors/ areas chosen for discussion. The assistance will be available to the eligible institutions only.

NON-ELIGIBLE PROPOSALS

a. Programmes organized by Event Managers

b. Seminars/conference of general nature and the themes not falling in the operational area of NABARD

c. Programmes organised by individuals (approaching in an individual capacity and not through any institution as listed in para 6)

d. Universities/ institutions/ societies/ trusts organising Alumni Meet/ Fest/ Book release function/ Prize/ Award distribution function or of similar kinds where presentations/ discussion of academic nature appears to be accidental only.
e. Societies/ trusts/ MFIs/ NGOs are not in operation during last three consecutive years.

**UTILIZATION OF GRANT ASSISTANCE**

The grant shall be utilized solely for the stated purposes failing which NABARD will have the right to reject the release of grant assistance.

**CLAIM FOR REIMBURSEMENT OF GRANT ASSISTANCE**

The agency has to return the duplicate, duly signed (with stamp, date and designation) as a consent of acceptance of the terms and conditions of the sanction at the earliest, but positively within two weeks of receipt of the sanction letter.

The agency has to submit the claim to concerned Regional Office of NABARD within six months from the closing date of event for which grant assistance has been sanctioned. The grant amount will be released on reimbursement basis on submission of a detailed statement of accounts indicating income and expenditure relating to the programme, duly certified by the Competent Authority of the Institution. Expenditure on publication/ printing of abstract/ research papers /proceedings of the conference should be indicated separately in the income expenditure statement.

The grantee organizations may be required to supply adequate number of hard copies of the compendium of abstract/ research papers / proceedings as well as on compact disc (CD) / multimedia/memory stick as decided by the Competent Authority. The media format using IT will facilitate in wider and quicker dissemination of findings which NABARD may use in the manner it may decide from time to time.

The grant assistance is being provided to defray solely in full or part the cost of printing / publishing conference issue of journal/ abstract of papers/ research papers/ proceedings of the conference for distribution free of cost, to the participants and concerned agencies. The sanction of grant assistance are distributed as priced publication. In case of sponsorship of event, NABARD may modify this clause and may take into account the overall budget of the event while deciding upon the quantum of the grant assistance.

The grant assistance would be released in the name of the institution organizing the event and in whose name the sanction is made. Any request to change the name of the recipient of the grant assistance at a later date will not be entertained. The agency has to submit the details of its bank account (as per Annexure-I) on its letter head along with the duplicate copy of the sanction letter duly authenticated by the competent authority.

**ACKNOWLEDGEMENT OF NABARD’S ASSISTANCE**

Financial assistance from NABARD shall be clearly acknowledged by the organisers of the event in the following manner:

i. The NABARD’s logo at a prominent place at the venue of the event through display of banners (photograph to be submitted) as well as through the speeches / addresses made on the occasion in the inaugural session and the valedictory session of the event or as prescribed by NABARD.

ii. The NABARD’s logo to be printed on the front page of all the publications brought out with the support of NABARD’s R&D Fund under the caption “Supported by NABARD”.

iii. One page advertisement about NABARD (supplied by NABARD) to be inserted at prominent place (preferably back cover page) in all the publications brought out from the support of NABARD.

iv. A sentence either in Acknowledgement or Preface/ Foreword may be mentioned as under:
"The financial assistance received from Research and Development Fund of National Bank for Agriculture and Rural Development (NABARD) towards publication of journal/ printing of proceedings of the conference is gratefully acknowledged.

The request from the agency to condone the non-compliance of any of the items of clause 14 as mentioned (i, ii, iii, iv of para 14) above must be supported by a valid reason for the same.

Participation by NABARD Officer

Officers (RO/ HO) from NABARD shall participate in the Seminar on complimentary basis and may be allotted a time slot for presentation / speech on the development initiatives of NABARD. Delegation or any other fees shall not be charged from the officers of NABARD participating in the Conference/ Seminar.

B. SUPPORTING TECHNO-ECONOMIC RESEARCH PROJECTS/ STUDIES/ ACTION RESEARCH/ SURVEYS IN THE FIELD OF BANKING, AGRICULTURE AND RURAL DEVELOPMENT

INSTITUTIONS ELIGIBLE FOR SUPPORT UNDER R&D FUND

a. **Universities**/ Research Institutions/ Management Schools and other agencies which are engaged in promotion of agriculture & rural development by way of conducting action-oriented, applied research in the field of agriculture and allied activities, rural development, development banking, rural infrastructure, rural business, risk management, insurance, other areas considered appropriate by NABARD.

b. In addition to the above, corporate research units in the field of agribusiness and related areas as also registered action oriented research institutions, Panchayati Raj Institutions at State and District level, NGOs/ MFIs with demonstrated abilities and spotless credentials would also be considered eligible on a very selective basis for providing R & D Fund support for research studies/ action research.

ELIGIBLE PURPOSES

The themes/ objectives of the research study/ action research should be related to the field of rural banking, agriculture (& allied) and rural development intended to discuss subjects which are of current relevance to NABARD and its area of operation and focussing on specific solutions of various problems in these sectors. The assistance will be available to the eligible institutions only.

The proposed research must be of an empirical nature having a bearing on problems of rural banking, agriculture and rural development including those relating to MSME, rural services, rural infrastructure, etc. In the context of social science research, the term ‘empirical research’ means an analysis of the primary data to be collected by the sponsor through surveys or case studies or analysis of secondary data already published by officials or other agencies.

The proposed research should be of an original nature in the sense that it does not repeat the work already done or being done by other agencies.

WHAT COSTS OF RESEARCH CAN BE FUNDED

Every proposal seeking assistance from the R & D Fund should include a reasonable and realistic budget showing the estimated cost of the proposed task. Budget may also include not more than 10% of the cost as overhead charges by the concerned agency. NABARD shall ordinarily reimburse the following expenses:
a. The recurring costs on account of salaries and allowances, travel, postage, stationery, typing etc. related to the project. The salary levels of the concerned staff must be comparable with those obtaining in universities and other academic bodies.

b. Non-recurring costs, if any, on the purchase of laboratory equipment, books, etc. required exclusively for the project.

c. A share of the overhead costs of the sponsoring institutions towards the use of office premises, furniture, typewriters, calculators etc. in accordance with its rules.

d. Expenses on computerised analysis of data, if any.

e. In case of proposals seeking financial assistance for action research, cost components may vary from project to project. Component-wise budget may be discussed in light of the objectives/ ToR of the study in DEAR’s screening committee.

Under the Fund, financial assistance up to a maximum of 100% of total study project cost would be provided. The extent of sharing would be decided by NABARD depending upon the financial health of the recipient agency and the importance of the research under consideration.

NON-ELIGIBLE PROPOSALS

a. Proposals involving fundamental research

b. Studies/research falling within the normal functioning or jurisdiction of governments, universities or ICAR and for which assistance is normally available from the State or Central Government or institutions such as ICAR.

c. Proposals involving sizeable capital investment in land, buildings, machinery, tools, appliances, furniture and fixtures, vehicles etc.

d. Research which may result in duplication of efforts

e. Projects which may exceed 2 years for completion

f. Proposals of general nature and themes not falling in the operational area of NABARD

g. When the research project/study is outsourced by the agencies entirely or partly

h. Proposals from Societies/ trusts/ MFIs/ NGOs not in operation during last three consecutive years(validity of registration certificate to be attached)

i. Proposal from agencies which have not undertaken any study of the size and scale of proposal submitted to NABARD

4. Proposals submitted by individuals (approaching in an individual capacity and not through any institution as listed in para 7)
CEILING ON NUMBER OF PROPOSALS

No institution shall ordinarily be sanctioned a fresh research study without successful completion of the previous one, if sanctioned any. It would however, be permissible to break one big project into identifiable phases with separate budgets for each phase, but disbursement for the second or subsequent phases shall depend upon sponsors successfully completing the previous phase / phases. In case of Universities, each Department would be considered as a separate unit, entitled for grant assistance under R & D Fund of NABARD.

SUBMISSION OF APPLICATION

The agency seeking grant assistance for conduct of research study/ action research, etc., has to submit two sets of the application form to the concerned Regional Office of NABARD in the prescribed format furnishing all the details as indicated in the application form. The agency has to ensure the submission of the following while applying for grant assistance:

- Two sets of application form duly authenticated by the head of the institute/ competent authority along with the seal/stamp of institute.
- Approach note of the study clearly indicating the relevance of the study in general and to NABARD in particular, objectives/ TOR of the study, methodology to achieve those objectives including sampling design, statistical/ econometric tools to be used, deliverables and its policy implications
- Curriculum Vitae of the Principal investigators, other researchers & staff
- Scanned copy of the application form and other documents

OTHER TERMS AND CONDITIONS

- MAINTENANCE OF ACCOUNT

Separate account of receipt and expenditure in respect of each of the approved items as mentioned in the sanction letter will have to be maintained by the recipients and submitted to NABARD on quarterly basis and also while making claims for release of the subsequent instalment of grant assistance.

- SUBMISSION OF DRAFT/ FINAL REPORT

The agency would be required to submit three copies of the draft report. The agency shall finalise the report taking into consideration the comments /suggestions of NABARD on the draft report and submit the final report in 25 hardcopies (20 to HO and 5 to concerned RO) along with soft copy after acceptance of the report from NABARD.

- SCRUTINY OF DRAFT REPORT

A review of the draft report by an officer of NABARD and/or by an outside expert must be ensured before the finalisation of the report. Such reports may also be forwarded to technical officer/ concerned (user)Department atHead office / Regional Office for offering comments / suggestions. The comments received from the reviewer may be forwarded to the agency for finalizing the report.

- PUBLICATION OF REPORT

The agency/ grantee shall not publish the reports or the results of study project without obtaining written permission from NABARD. NABARD shall have the sole right to use the report or results of research for its internal use as also for training purposes after acknowledging the source.

- TAX LIABILITY

Any statutory obligation arising out of the study Project / Programme, such as payment of income tax / service tax etc., shall be the exclusive responsibility of the agency. Exemption, if any, is required to be sought by the agency from the competent authority and file the certificate of exemption with the NABARD
to avoid deduction at source. The details of this may be stated in the proposals submitted for R & D fund assistance.

- **SHARING OF ROYALITY**

In case, the researcher gets permission from NABARD to publish the report and the researcher receives royalty, 50% of the amount thus received would be deposited to NABARD. Further, where the results of research or studies assisted by NABARD lead to the sponsors obtaining a patent or to its commercial exploitation in any other form, NABARD shall have a share of 50% in the gains for five years.

- **MONITORING MECHANISM**

The research study project would be monitored by NABARD. The agency would be expected to submit Monthly / Quarterly Progress Reports to the concerned Regional Office with a copy endorsed to Head Office. The concerned Regional office would scrutinize the Monthly / Quarterly Progress Report and forward their observations / comments / recommendations to the Head Office. If need be, NABARD may also inspect the progress of work, including Accounts by visiting the agency/ project site and submit the report thereon to the Management.

- **END-USE OF THE REPORT**

If the quality of the report as submitted by the agency is acceptable, NABARD may consider to publish it. In case, NABARD does not publish the report and the author finds a publisher / printer, the report could be published for wider dissemination of its findings with the written permission of NABARD. However, the author will have to share the royalty as prescribed at (20) above. In the usual circumstances, the final report would be multiplied in required numbers and would be shared among operational departments and other senior officers. Besides, Libraries would also be furnished a copy of such report. The executive summary of the report with the follow-up action would also be disseminated within the Bank. The Section would keep copies of such report for record purposes. If approved, copies of such report would also be selectively distributed among Banks and Research scholars, if so demanded.

- **RELEASE OF GRANT ASSISTANCE**

The assistance would normally be released by NABARD in suitable instalments (after TDS deduction) as indicated in the sanction letter. The first instalment would be released as advance on receiving a specific request from the agency along with the ‘Certificate of Commencement’ of the study/project. The subsequent instalment would be released on reimbursement basis depending upon the satisfactory progress of work in the preceding quarter / month as also on submission of proper fund utilization certificate of the previous installment. For each installment of assistance released by NABARD, the recipient would be required to submit periodic expenditure statement and utilization certificate by the competent authority. After ensuring that the Agency has complied with all the terms and conditions stipulated, NABARD would release the last / final installment of the grant assistance to it upon acceptance of the final report of the study.