Dr. Richa Sharma
Deputy Director
SCD Division (In-charge)
Tel # 011-26742140
Email: specialcall@icssr.org

Indian Council of Social Science Research
(Ministry of Education)
JNU Institutional Area, Aruna Asaf Ali Marg
New Delhi – 110067
Website: www.icssr.org

AWARD LETTER

Dated: 20.09.2024

F. No. 147/VVB@2047/2024-3468/Ind. Inn.- A /SCD

To,
The Registrar
Sri Sri University,
Cuttack, Odisha 754006

Subject: **Award of Research Project (Collaborative)** titled **'Documenting Rupa Tarakasi: Oral History of the Silver Filigree Artisans from Cuttack (Orrissa), the Silver City of India' under the special call for Vision Viksit Bharat@2047 (VVB@2047) to Dr. Rindon Kundu, Mr. Tarak Nath Das, Mr. Trinath Majumder, Professor Emeritus Jatindra Kumar Nayak.**

ICSSR congratulates you on successfully obtaining the award of Research Project under Special Call for Vision Viksit Bharat@2047, under **Category A**, on the basis of recommendations of the Expert Committee.

1. The Indian Council of Social Science Research (ICSSR) has approved the award of '**Research Project' under the Special Call on Vision Viksit Bharat@2047"** the Research Project submitted by **Dr. Rindon Kundu** of your Institution.

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.

2. The ICSSR has awarded a grant-in-aid of **Rs. 800000/-** for the above research project and the grant will be released as follows:

First instalment (75 % of sanctioned grant-in-aid)	**:**	**Rs. 600000/-**
Second (final) instalment (25 % of sanctioned grant-in-aid):		**Rs. 200000/-**
Total		**Rs. 800000/-**
Overhead charges over and above		
7.5% or maximum Rs.1,00,000	**:**	**-**

3. Please note the approval of ICSSR is subject to fulfilment of eligibility criteria and other conditions, the Sanction Order will be issued after receipt of following original documents:

a. Duly notarized undertaking on non-judicial stamp paper of Rs.100

b. Duly notarized declaration on non-judicial stamp paper of Rs.100

c. Acceptance of the Awarded Project with the Date of Commencement

d. Original forwarding Letter duly signed/ stamped by statutory authority.

e. Grant-in-aid bill (Pre-receipt) duly filled in for the first instalment.

f. Letter/ certificate regarding status of the affiliating Institute and a proof of institution's eligibility to receive the grant of ICSSR.

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You are once again required to review the eligibility criteria as per the guidelines of the **Special Call for "Vision Viksit Bharat@2047"** and ensure that you fulfil all requirements as per the guidelines, both as an individual and as an institution for the studies. If you or your institution is not eligible to receive ICSSR grant as per **point 4.** of the guidelines, please recuse yourself from receiving the award. Concealing any information or violation of any ICSSR VVB@47 guideline will not only cancel the project but ICSSR may further take action against the institution or individual.

4. If you have been awarded another project under any other program of ICSSR, and the Sanction Letter for that project has been issued, you are requested to proceed with the earlier sanction and inform us accordingly. In such situation, the current award will not be considered operational.

5. If you have already been awarded a project, and the sanction letter has not been issued yet, you may choose between the two awards and clearly inform us which project you would like to proceed with.

6. All the Payments and Transfers are to be done through the Public Financial Management System (PFMS). The institution has to open a dedicated account and link the same with the PFMS account of ICSSR. The institutions' whose existing bank account is already registered under PFMS must ensure that their account is linked with the ICSSR scheme- 0877 at the PFSM portal. In case of any issues / problems in execution of PFMS, you may go through the authentic video tutorial available online.

7. 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**.**

8. It is mandatory for the team to attend regular review meetings organized by ICSSR to ensure timely progress and completion of projects.

9. As the study involves empirical 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 **two months** in any case.

10. The Final **Instalment** will be released on receipt of following documents: -

   (a) Satisfactory book length of the Final Report (One Soft Copy in Pen-Drive) in the publishable form after incorporating all corrections, suggestions of the expert;
   (b) The draft final report shall be submitted four weeks prior to the project's completion to ensure it can be reviewed by the expert;
   (c) Soft and two hard copies of Executive Summary of Final Report;
   (d) Statement of accounts with Utilization Certificate in GFR of 12A form for the entire project amount duly signed by the Finance Officer/Registrar/Principal/Director of the affiliating institution;
   (e) A certificate of statement of assets and books purchased out of the project fund issued by the affiliating institution; and
   (f) The Grant-in-Aid Bill for the final installment duly filled in, stamped and signed by the Project Coordinator as well as the affiliating institution

11. Research undertaken by a Project Coordinator will be reviewed by the Monitoring and Advisory Committee constituted by ICSSR and the project may be discontinued/ terminated, if research progress is found unsatisfactory or any ICSSR rules/ guidelines are violated by the Project Coordinator of the affiliating institution.

12. The Project Coordinator would organize a Seminar/Conference at the beginning of the research project to collect the ideas related to the theme selected for Vision Viksit Bharat@2047. The Seminar/Conference would focus on the presentation of high-quality research papers not exceeding 25 papers ready for publication. There shall be ICSSR representative/s on the editorial board.

13. The ICSSR reserves all rights to publish the project funded by it, provided the work is recommended for publication by the ICSSR appointed expert/experts. In case, ICSSR approves the publication of the research work, the scholar should acknowledge that the project has been sponsored by the 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.

14. The Contingency Grant may be utilized for research and office assistance, books, stationary, computer cost, research assistance and the field work expenses of Project Coordinator, Project Directors and research personnel connected with

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the research work.

15. The University/ Institution of affiliation will provide office space including furniture, devices, library and research facilities and messenger services to the scholar. For this, the ICSSR shall pay the affiliating University/Institution, **overhead charges @7.5%** of the total expenditure incurred on the project on its successful completion, **with a ceiling of maximum Rs. 1,00,000.00/-.**

16. The accounts and the Utilization Certificate will be signed by the Finance Officer/ Registrar /Principal /Director in the cases where the accounts of the institution are audited by CAG/AG of India. In all other cases, the accounts and the Utilisation Certificate will be signed by the Finance Officer and the Chartered Account.

17. The Project Coordinator of the research project will be **Dr. Rindon Kundu**, who will be responsible for the completion of the research project within **8 to 12 months** from the date of commencement of the project, which is **10/09/2024** as intimated by the scholar.

18. Progress reports shall be submitted to ICSSR every 3 months by the project coordinator. There shall be minimum 2 and maximum 3 progress reports depending upon the duration of the project.

19. In case, the Project Coordinator fails to submit the periodic / final project report as per schedule with adequate justification, the scholar will be debarred from availing all financial assistance from ICSSR in future.

20. All grants from ICSSR are subject to the general provision of GFR 2017 and in particular with reference to the provision contained in GFR 209, GFR 210, GFR 211 and GFR 212.

21. The Project Coordinator will ensure that the expenditure incurred by him/her conforms to the approved budget heads as per the guidelines for the "Special Call for Collaborative Research Projects on Vision Viksit Bharat@2047" published by the ICSSR on its website **www.icssr.org**.

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

23. All instalments will be transferred through the 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.

24. As per the instruction from MoE, the amount of grant sanctioned herein is to be utilized by **the end of the project duration.** The unspent amount shall be refunded to the ICSSR immediately on 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/ or fails to submit the final report within the stipulated time, the grantee will be required to refund the amount of the grant released with a penal interest thereon @ 10% per annum.

Yours faithfully,

(Dr. Richa Sharma)
For Member-Secretary

Encl: as above. Copy to:

1. **Rindon Kundu**
   Shruti Building, 3rd Floor,
   Room No 9/10, Sri Sri Centre for Translation and Interpreting Studies,
   Sri Sri University,
   Sri Sri Vihar, Godi Sahi,
   Cuttack 754006, Odisha 754006

2. **Mr. Tarak Nath Das**
   Assistant Professor of Painting
   Faculty of Arts, Communication and Indic Studies,
   Sri Sri University,
   Sri Sri Vihar, Godi Sahi, Cuttack - 754006 Odisha.
   Ph No: 7001153603, Email ID: tarak.d@srisriuniversity.edu.in

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3. **Mr. Trinath Majumder**
   Assistant Professor of Applied Arts
   Faculty of Arts, Communication and Indic Studies,
   Sri Sri University,
   Sri Sri Vihar, Godi Sahi, Cuttack - 754006 Odisha
   Ph No: 6289424110
   Email ID: trinath.m@srisriuniversity.edu.in

4. **Professor Emeritus Jatindra Kumar Nayak**
   Chairman
   Sikshasandhan
   (registered under Society Registration Act, No. KRD-6233-452 of 1994-95/ORISSA),
   ND-7, VIP Area, IRC Village,
   Bhubaneswar - 751015, Odisha.
   Ph No: 7008376235
   Email ID: nayak.jatin@gmail.com

- **Finance Branch, ICSSR, New Delhi**

- **Record file**

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PROJECT BUDGET

Title: Documenting Rupa Tarakasi: Oral History of the Silver Filigree Artisans from Cuttack (Orrissa), the Silver City of India.

By: Dr. Rindon Kundu

S. No.	Heads of Expenditure	Value
1	Research Staff: Full-time/Part-time/Hired Services	Not exceeding 40% of the total budget.
2	Fieldwork: Travel/Logistics/Boarding, Survey Preparation or Consultancy etc.	Not exceeding 30%
3	Organizing the Seminar/Conference towards the beginning of the Project to accumulate the ideas (25 Best Research paper presentations only)	Up to 15% (not exceeding INR 2.25 lakh)
4	Equipment and Study Material:	Not exceeding 10%
5	Contingency	Not exceeding 5%
6	Institutional Overheads (over and above the total cost of the project)	Affiliating Institutional overheads @ 7.5 % of the approved budget

- **Remuneration and Emoluments of Project Staff**

- 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. The remuneration and emoluments of the Project staff are to be paid as per following scales: -
- **Research Associate @ Rs.47,000/- p.m.** (Qualification - Postgraduate in subject relevant to the research area of the Project or any Social Science discipline with minimum 55% with NET /M.Phil./ Ph.D. and 2 years of research experience).
- **Research Assistant @ Rs.37,000/- p.m**. (Qualification-Ph.D./M.Phil / Postgraduate in subject relevant to the research area of the Project or any Social Science

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discipline with a minimum of 55% marks)

- **Field Investigator @ Rs.20,000/-p.m**. (for duration not exceeding 6 months) (Qualification- Postgraduate in a social science discipline with a minimum of 55%).

- **Re-appropriation**: The project Investigator may, with the permission of the institution, re-appropriate expenditure from sub head to another, subject to a maximum 10% of the particular budget heads. If the study necessitates re-appropriation beyond 10%, it may be done only after the prior approval of the ICSSR.

- **Selection of Research Staff** should be done through an advertisement and a selection committee consisting of (1) Project Coordinator/ Project Director; (2) One outside Expert (other than the Institute where the project is located); (4) Head of the Department/Dean of relevant faculty.

- **For all field work related expenses** of Project Coordinator/Project Director, Co-Project 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 Coordinator/ Project Director shall submit an undertaking in this regard. The ICSSR, however, reserves the right to take charge of equipment and books, if it deems necessary.

- **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.

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