Prime Ministers Research Fellowship (PMRF) Annual Research Grant (Contingency)

The existing norms for the utilization of PMRF Annual Research Grant notified vide No. IITD/PGSR/2019/177556 dated 08 November 2019 are revised. The revised norms are as under:

1) A Prime Minister Research Fellow (PMRF) can utilize the annual research grant of Rs. 2 lakhs for the following purposes:
   a) Purchase of any inventory items for academic use such as Books/ebooks/conference proceedings/ reprints/ journal subscriptions
      i) Consumables and equipment (hardware/software)
      ii) Maintenance, AMC and repair of research instruments/equipment.
      iii) Cost for fabrication, sample analysis, tests, internet charges, cloud storage, and computation charges.
      iv) Desktop computers and/or laptops/tablet/eBook reader/ipad/printer/scanner/any other Similar device. These items may be purchased only once during the tenure of fellowship.
   b) For meeting travel expenses within India for
      i) Presenting research work in conferences, attending workshops and training sessions (including relevant software and equipment training). Travel to be certified by Supervisor and Head.
      ii) Other Institute where co-supervisor may be located, or Supervisor's collaborator may be located, or where Supervisor may have moved to. Travel to be certified by Supervisor and Head.
      iii) For attending PMRF workshops, or any other purpose specifically related to obligations under the PMRF Fellowship.
      iv) Any other travel necessary for conduct of PhD research, as justified by the Supervisors(s). Travel to be certified by Supervisor and Head.
   c) Travel to international conferences outside the country for presenting research work conducted as part of the PhD in prestigious conferences. The travel has to be approved by Supervisor, AURC, and Dean Academics. Norms of travel will be same as those applicable to RSTA.
   d) Any international travel for research-related work, such as travel to a collaborating university or research laboratory. Such travel has to be justified and approved through Supervisor, Head and Dean Academics. Norms of travel will be same as those applicable to RSTA.
   e) For membership of up to 2 professional societies, with consent of Supervisor and HoD.
   f) Publication charges for journal papers, including page charges, with consent of Supervisor.
   g) Payment for online courses relevant to research area, with the approval of Supervisor and AURC.
2) Purchase of all inventory items would be done through the Supervisor. The inventory of these items would be that of the Supervisor.
3) For items less than five years old, the institute depreciation rules would be applicable. The process of writing off the inventory should be done by the Supervisor.
4) PMRFs are eligible:

a) ***** PMRFs are eligible for RETA, after converting to FIA (at any time during their normal registration period), provided they have not availed their PMRF contingency for more than two international travels.
b) PMRFs are eligible for RSTA, after converting to FIA (at any time during their normal registration period), provided they have not availed their PMRF contingency for any international travels.

(*** Notified vide Notification No. IITD/Academics/PG/280448 dated 29th May 2024**)

5) PMRF may avail the grant for attending research stays, conferences, workshops etc. with a maximum expenditure of 2 Lakh per visit.
6) The expenditure assigned to Accommodation + DA will be reimbursed @ US $ 150/- per day for an international conference held abroad. The reimbursement of air fare will be as per Govt. of India rules. The journey by air should be performed by the shortest route in economy class. The tickets must be booked by Ashoka Tours & Travels help desk available in the campus or through the following Web portals:
   a) IRCTC
   b) Ashoka Tours & Travels
   c) Balmer Lawrie & Co.
7) The entitlement for travel for a national level conference shall be as per IRD norms for JRF/SRF which is as under at present.
   a) By Air (Economy Class)/AC 2 Tier by train and tickets must be booked by the authorised companies as mentioned in the para (6) above.
   b) Hotel Accommodation up to Rs. 3,000/- per day (with original bill)
   c) Local Travel and Food Bill up to Rs. 1,000/- per day (with original bill)

PMRF-TA-4

INDIAN INSTITUTE OF TECHNOLOGY DELHI
ACADEMIC SECTION
(ONLY FOR PRIME MINISTER RESEARCH FELLOWS)

APPLICATION FORM FOR TRAVEL GRANT FOR PRESENTING A PAPER IN A CONFERENCE OUTSIDE /WITHIN THE COUNTRY

(RESEARCH GRANT OF Rs. 2,00,000/- PER YEAR UNDER PRIME MINISTER RESEARCH FELLOWSHIP)

A. PERSONAL INFORMATION

Name _____Entry No. _____

Deptt./ Centre/ School _____Date of Joining _____

Date of completion of comprehensive Examination_____

(Refer guidelines (iv) of the consolidated RSTA guidelines/rules about eligibility criteria)

Email _____Mobile No._____

B. CONFERENCE AND PAPER/ PUBLICATION DETAILS

Conference Name_____

Conference Date(s)_____Conference Venue_____

Conference Website:_____

(The documents required to be enclosed: 1. Invitation letter 2. Copy of abstract)

C. FINANCIAL SUPPORT DETAILS (IN RUPEES):

C1. Academic Year for which applying _____

C2. Research grant availed earlier YES ☐ NO ☐

If YES, details: Sanction Notification No. & Date _____

Amount Availed _____

Academic Year in which availed _____

C3. Estimated expenditure for the proposed conference travel (Please refer clause xi and xii of RSTA guidelines/ rules for entitlements)

Expenditure For	**Estimated Amount (In Rupees)**
Airfare	
Registration Fee	
Hotel	
Local Travel, Food etc.	
Visa, Insurance etc.	
Total	

D. UNDERTAKING

1. Certified that the information given above by me is true in all respects. I would request for reimbursement from this grant only for those expenditure not covered from other grants.
2. The conference is of repute and will be useful for my professional growth.

Signature of the Research Scholar _____Date _____

SUPERVISOR'S RECOMMENDATIONS/ REMARKS

1. I endorse the undertaking given above by the Research Scholar.
2. I certify that the conference is of repute.

Signature of the Supervisor(s)_____Date_____

E. RECOMMENDATIONS /REMARKS OF CHAIRPERSON, ACADEMIC UNIT RESEARCH COMMITEE (DRC/CRC/ScRC)

_____

_____

Signature of the Chairperson of Academic Unit Research Committee_____Date _____

FOR OFFICE USE ONLY

Accounts Section (in case of PMRF availed earlier)

The amount availed earlier under PMRF	Rs.
Signatures of the Official	

Academic Section

Comprehensive completed	Yes	No
Remarks of dealing Assistant, if any, with signature		
Superintendent (PGS)		
Assistant/ Deputy/ Joint Registrar/ Senior Consultant (Academics)		

Dean Academic's Approval

Dean/ Associate Dean, Academic's Recommendations & Signature	Approved/Not Approved	Remarks