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**Performa for Research Incentive for Extramural Research Grant (EMRG)**

**(Handwritten Form will not be accepted)**

|  |  |  |  |
| --- | --- | --- | --- |
| **1.** | **Title of the Project** | **:** |  |
| **2.** | **Name of the Scheme** | **:** |  |
| **3.** | **Funding Agency** | **:** |  |
| **4.** | **Date of the Sanction** | **:** |  |
| **5.** | **Budget Approved** | **:** |  |
| **6.** | **Duration of the Project** | **:** |  |
| **7.** | **Reference/File No.** | **:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Details of the Principal/Co-Principal Investigator from SGTU** | | |
|  | **PI** | **Co-PI** | **Co-PI** |
| **Name** |  |  |  |
| **Emp ID** |  |  |  |
| **Designation** |  |  |  |
| **Department** |  |  |  |
| **Faculty** |  |  |  |
| **Mobile No.** |  |  |  |
| **Email ID** |  |  |  |
|  | **Bank Details** | | |
| **IFSC code** |  |  |  |
| **A/c No.** |  |  |  |
| **Bank Name** |  |  |  |
| **Bank Address** |  |  |  |

**Declaration**

All the above information is accurate to the best of my knowledge. If any information given above is found false/misleading, disciplinary action may be taken against me, and an incentive (if any) issued for the EMRG given above may be recovered from me. Further, I certify that I have not previously received any incentive for the same EMRG from SGT University.

**Date of Submission:** 31 May 2025

**Signature of the PI/Co-PI**  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

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**Verified by Faculty Research Coordinator Recommendation & Signature of the Head**

**Dean of Faculty**

*(with seal)*

**List of Enclosures:**

The amount received by SGTU must be verified by the Accounts department

Copy of Sanction Letter

Detailed project completion report and SE/UC certificate

**Steps for application and sanction of research incentive for EMRG:**

1. The completed application form and the mentioned enclosures, duly forwarded by the Dean, will be sent to the office of the Research & Development Cell, SGT University.
2. The Research & Development Cell will check the submitted application for its value and recommend it to the competent authority for approval.

**Please note:**

The Dean has to check thoroughly for eligibility and then forward with remarks/ recommendations (according to the current research promotion policy guidelines)

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