



FAIRFIELD

Institute of Management & Technology

Affiliated to GGSIP University & an 'A' Grade College by DHE, Govt. of NCT Delhi
Approved by AICTE, BCI & NCTE, Recognised under 2(f) of UGC Act of 1956



RESEARCH PROMOTION GUIDELINES AND INCENTIVE POLICY

1. Preamble

The Institution envisions fostering a vibrant research ecosystem that promotes innovation, knowledge creation and societal impact. In alignment with NAAC quality benchmarks and national education priorities, this policy aims to strengthen research productivity, ethical practices, and global visibility through structured support and incentives.

2. Objectives

- To promote quality research publications in indexed journals (Scopus/Web of Science).
- To encourage funded research projects, consultancy, and collaborations.
- To foster innovation, IPR, and entrepreneurship.
- To integrate research with teaching-learning processes.

3. Scope

This policy applies to:

- All full-time faculty members
- Research scholars and postgraduate students
- Adjunct faculty and collaborative researchers

4. Institutional Research Promotion Framework

4.1 Research Governance

Establishment of:

- Research & Development (R&D) Cell
- Institutional Innovation Council (IIC)
- IPR Cell
- Ethics Committee
- Regular monitoring through IQAC

4.2 Seed Money and Financial Support

- Seed funding up to ₹50,000–₹1,00,000 per project
- Financial support for:
- Pilot studies
 - Prototype development
 - Interdisciplinary research

4.3 Capacity Building Initiatives

- Workshops on:
 - Research methodology
 - Academic writing & publishing
 - Patent filing & IPR
- Faculty Development Programs (FDPs)
- Training on plagiarism tools and ethics

4.4 Infrastructure Support

Access to:

- E-resources
- Well-equipped laboratories
- Research software and tools

4.5 Collaboration and Linkages

MoUs with:

- Industries
- Universities
- Research organizations

Promotion of:

- Joint publications
- Consultancy projects
- Student research internships

5. Research Incentive Policy

5.1 Publications Incentives

Category	Incentive (₹)
Scopus Indexed Journal (Q1/Q2)	20,000 – 30,000
Scopus Indexed Journal (Q3/Q4)	10,000 – 15,000
Web of Science Journal	20,000 – 30,000
UGC-CARE Listed Journal	5,000 – 10,000
Book (Reputed Publisher, ISBN)	20,000 – 40,000
Book Chapter	3,000 – 5,000

Additional Norms:

- First/Corresponding author: 100% incentive
- Co-authors: 50% shared
- Indexed proof mandatory

5.2 Funded Research Projects

Type	Incentive (₹)
Minor Project (Internal)	Seed funding + certificate
Major Project (External)	5–10% overhead incentive
Completion with publication	Additional ₹10,000

NAAC ACCREDITED



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5.3 Patents and IPR

Stage	Incentive (₹)
Patent Filing	₹10,000
Patent Publication	₹20,000
Patent Grant	₹75,000 – ₹1,50,000
Copyright	₹5,000

5.4 Consultancy Projects

- Revenue sharing model:
- 70% Faculty / 30% Institution
- Recognition for high-value consultancy

5.5 Conference and Academic Engagement

- Registration fee reimbursement (national/international)
- Travel grants (as per policy)

Incentives:

- International conference presentation: ₹10,000
- National conference presentation: ₹5,000

5.6 Awards and Recognition

- Best Researcher Award (Annual)
- Young Researcher Award
- Innovation & Patent Award

Recognition in:

- Annual report
- Institutional website

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6. Research Ethics and Quality Assurance

- Mandatory plagiarism check ($\leq 10\%$)
- Publication only in reputed indexed journals
- Strict prohibition of predatory journals
- Compliance with ethical standards and guidelines

7. Monitoring and Evaluation

- Annual research audit by IQAC
- KPI-based performance review:
 - Publications
 - Citations
 - Grants
 - Patents
 - Department-wise research targets

8. Review and Amendments

This policy shall be reviewed annually by IQAC and updated as per:

- NAAC guidelines
- UGC norms
- Institutional requirements

9. Conclusion

This policy ensures a structured, transparent and outcome-driven research ecosystem, essential for achieving and sustaining measurable academic excellence and innovation.