

**Committee for Advanced Studies & Research (CASR)
Khulna University of Engineering & Technology**

Rules and Regulation for Sanctioning Grant for Research Project to be Conducted by the Teachers of Khulna University of Engineering & Technology (KUET)

A research project to be conducted by the teacher of KUET may be considered for financial grant by the CASR under the following rules and regulations.

01. The research grant will only be offered to the research projects conducted by the on duty teachers of the university.
- 02. Any project leading to post-graduate degree will be given preference.
03. The duration of the research work will normally be of one year stating from 1st July of each year.
04. Project proposals submitted to the Member-secretary of CASR within February of each year will be considered for sanctioning fund for the next financial year starting from 1st July.
05. A five member Standing Committee [consisting of the Director (Research & Extension) and four members of the CASR to be nominated by the Vice-Chancellor for a term of two years] will select the research proposals for the final approval by the CASR and will also monitor/review the progress/expenses of the approved projects. Expert member(s) can be co-opted by the Standing Committee, if required.
06. Priority will be given to those projects proposed by the teachers for the first time.
07. Project proposals costing up taka One lac will normally be considered for grant. In special cases, the grant may be a maximum of taka Two lac.
08. Generally office equipment, computer etc. will not be allowed to be purchased under this grant. In special cases like computational or simulation research work etc., flexibility may be made if such equipment/computer etc. is not available in the Department/Central Computer Center.
09. Honorarium of Research Assistant/Associate should not generally exceed 50% of the total project cost. Honorarium should be disbursed directly monthly from the Accounts Section.
10. For any project the Honorarium of Project Director (the teacher who will conduct the research work) will be a lump sum amount of Tk. 10,000/- and will only be drawn after the satisfactory completion of the project.
11. All expenses will be carried out and adjusted according to the existing rules of KUET and are auditable.
12. After completion of the project, all non-consumable and consumable items left, which were purchased from the project fund, will be the property of the respective Department.
13. A report on the project must be submitted to the office of the Member-secretary of CASR through the respective Head of the Department within three months after the completion of the project.
14. It is desirable that there should be at least one publication form the outcome of the project.
15. In case of incompleteness of the project for reasons not acceptable to the Standing Committee and the CASR, the money drawn by the project Director will have to be returned back to the University.
16. An agreement should be made between the project Director of an approved project and the University Authority.

