



**N.K.P. SALVE INSTITUTE OF MEDICAL SCIENCES &
RESEARCH CENTRE AND LATA MANGESHKAR HOSPITAL**

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NKPSIMS & RC and LMH/Dean/Estb./ 10/5/2022 7th December 2022

A meeting was called by honourable Dean and office of directorate of research on 14th September, 2022 whereby all members and officials of previous research committee of NKPSIMS & RC and LMH were present to offer their valuable inputs and suggestions to revise old research and publication policy through consensus.

Institutional Policy for Publication And Grants

A comprehensive and new policy has been laid as follows in view of changing requirements of various regulatory and accreditation agencies.

A. Publications in journals and books

1. Incentive for publishing an original article (only) in non-UGC approved journals or journals indexed in indexing agencies like DOAJ (Directory of Open access journals), will be Rs. 5000. No publishing fees or article processing charges will be paid or reimbursed by the institution upon publishing in DOAJ-indexed journals. Incentives will not be given to publications other than original articles.
2. If postgraduate student/UG student is the first author and faculty is the second or corresponding author for publications in UGC approved journals, faculty from NKPSIMS & RC and LMH will receive research incentives as applicable.
3. In case of interns, if the faculty is the part of second article (first article by intern being the part of internship grant), faculty will be eligible for faculty grant.
4. In case of multi-centric projects converted into publications or research publications with multiple authors from different places, faculty whose name is mentioned as author at any number or sequence will be paid research incentives as applicable. This is applicable for publishing in UGC approved journals only. Institution will not pay article processing charges in such

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cases. Also, when article is written by multiple authors where first, second or corresponding author is from other institute, NKPSIMS & RC and LMH will not pay article processing charges. If the second or corresponding author is from our institute, institute will contribute to article processing charges if required.

5. Incentives will be given to Editor-in-Chief/principal Author, Co-editor/co-author and author of contributing chapters for book publication with ISBN number only. Incentive for E-books with ISBN number will be half than that of for paper-copy books.


Copyright

- Copyright processing charges – 500 INR for Literature and 1000 INR for Video. Incentive of 500 INR for literature copyright and 1000 INR for video copyright will be given.

Patents

- Name of the institute should be there in the patent. No funding or support incentive to be given for a faculty if institute's name is not figured in the approved patent.
- The patent/invention idea should be forwarded under the Patent Disclosure Form to the office of the Directorate of Research VSPMAHE.
- Patents with commercial value shall be considered for filling through VSPMAHE. The Directorate of Research VSPMAHE and Honorable Dean will be the final authority in deciding the commercial value of the patent.
- 20,000 INR as an incentive to the first applicant (irrespective of the number of applicants) of the institute under VSPMAHE, only if the parent organization is one of the applicants.




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		Processing charges (Rs.)	Incentives (Rs.)
A	Publication with APC (in UGC approved journals)	Proposed	Proposed Incentive
	Meta-analysis / Systematic review / RCT		7,000
	Original article	On actual basis. Ceiling for journals with Single Indexing is Rs. 10,000 and for Two or More Indexing is Rs. 20,000	5,000
	Case Series		3,000
	Review article		2,000
	Case reports		2,000
	Others (letter to editor, images, quiz etc.)		1000
B	Publication without APC (in UGC approved journals)		
	Meta-analysis/Systematic review/RCT	NA	15,000
	Original article	NA	10,000
	Review article	NA	5,000
	Case Series	NA	6,000
	Case reports	NA	4,000
	Others (letter to editor, images, quiz etc.)	NA	2,500
C	Copyright	Processing Charges	Incentives
	Literary /dramatic	500	500
	Video	1,000	1,000
D	Patent	Processing Charges	Incentive
	Patent Published	Maximum of Rs. 60000 (Including FER)	20,000
E	Books (with ISBN number only)		
	Book Editor in Chief/Main author	NA	15,000
	Books as co-editor/co-author	NA	10,000
	Book Chapter	NA	5,000
	E-book (Main author)	NA	5,000
	E-Books as co-editor/co-author	NA	4,000
	E-book Chapter	NA	3,000
F	Original article in non-UGC but NMC approved journals (e.g. DOAJ)	No publication charges will be paid	5,000

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General rules and protocol

- All applications for payment of article processing charges have to be approved by the office of Directorate of research (Secretary/Associate Director/Director) and office of the honourable Dean.
- Amount for publication fees or article processing charges (APC) will be paid by the respective author to publication houses. Institute will reimburse the amount as per above norms on submission of the receipt of the same.
- Research incentives as being given to faculty or students for conducting various research activities including publications, participating in collaborative or funded projects, PG thesis grants, RD innovation fund etc. will be paid on actual basis.

B. Postgraduate (PG) grant

- PG student will be supported partly for conduct of dissertation projects in the form PG thesis grant of **Rs. 15000** per student whenever applied for.
- This will only for chemicals/kits or consumables as required for investigations that will done as a part of dissertation project.
- Student has to make an application in the prescribed format entitled **"REQUEST FOR PG RESEARCH ALLOWANCE"** as available with office of DOR through proper channel.
- Once sanctioned, amount will be reimbursed to PG student on successful completion of PG dissertation upon approval from PG research committee of NKPSIMS & RC and LMH Research cell.

C. Internship Grant

- Interns will be given a grant of Rs. 12,000/year after successfully publishing original article/case series/case report/letter to editor/review article etc. in UGC approved journals.
- Grant will only be released after a copy of publication in UGC journals is submitted to respective office.
- If faculty is co-author of the first article published by an intern (as required for internship grant) , he/she will not be eligible for faculty grant

D. Undergraduate student (UG) grant/scholarship

- Rs. 5000/- will be given to UG student for NKPSIMS Short term research project (NKP-STs). NKP-STs is a research project to be conducted

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between May to September month of each year. Grant will be payable after conduct and publishing of STS project

- Only those students whose application for STS research fellowship has not been approved on application by ICMR or MUHS will be eligible to apply for NKP-STs program in the prescribed format entitled '**REQUEST for NKP-STs**'. They would be entitled for the incentive and certificate subject to approval by scrutinizing committee.

E. Funded projects

- Investigators whose project is approved, sanctioned and funded by National and International funding agency (e.g. ICMR, DST, DBT etc) is entitled to receive a grant as applicable in the agreement done with national and international agency.
- Details of a separate policy for sponsored Clinical research/trials are available with office of Directorate of Research, Department of Clinical Pharmacology, NKPSIMS & RC and LMH and Institutional ethics committee.

F. Collaborative project

- An incentive of Rs. 15,000 will be given to principal investigator/collaborator from department whose project is of collaborative nature with the agencies /institute/ laboratory/associations of repute.
- Amount will be given on successful completion of a collaborative project.

G. RD innovation fund for academic research & Development

- RD innovation fund of maximum one lakh rupees (INR 1,00,000) will be given to faculty involved in collaborative projects with agencies of national and international repute as a '**Seed grant**'
- Applications for Seed grant as a part of RD innovation fund should be approved by the office of directorate of Research and will be forwarded through Dean to the Secretary VSPM & AHE.

H. Conference/workshop grant

Institute will provide support grant to faculty for participation in conference/workshop as a part of Faculty development program (FDP) to only those

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- a) Who have completed at least 2 years of continued full time service in the institute and with good academic record
- b) Who are presenting paper or poster in a conference or invited as a faculty
- c) Who are attending workshop (as a delegate/faculty) on topics which will be useful to the institute as justified by the HOD. Maximum of 2 faculty from the department will be permitted at a time to avail the grant for attending a workshop.
- d) Who is a Senior faculty having completed 20 years of experience and have at least 10 publications to his/her credit in indexed journals and wishing to attend state/national conference. Paper/poster presentation or invitation as a faculty is must for attending over-seas conferences.


Note:

1. All teaching staff to take prior permission at least 4 weeks before the conference/workshop in the prescribed format
2. All teaching staff members will have an undertaking that they have not received any grants for the same conference/workshop from any other agency
3. Applications should be addressed to honourable Dean (except in cases of overseas travel in which case it will be addressed to Secretary, VSPM & AHE) forwarded through the office of Director, Research & Dean in the prescribed format entitled for "Request for conference grants"
4. Detailed guidelines are available with office of Director of Research. In case of queries, faculty is requested to approach office of Director of Research

Details of maximum conference/workshop grant are as follows;

- a. Professor- Rs. 30,000
- b. Associate Professor- Rs. 25,000
- c. Assistant Professor- Rs. 20,000
- d. Senior resident- Rs. 15,000
- e. Overseas conference: 50% of overseas travel and registration expenses up to a maximum of Rs. 50000 for teaching staff members presenting paper/poster or invited as a faculty


Dr. Sushil Pande
Director of Research
VSPM AHE 7.12.22


Dr. Kajal Mitra
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