

## POST DOCTORAL FELLOWSHIPS

### 1. INTRODUCTION

1.1 The main objective of ICSSR Post-Doctoral Fellowship is to encourage and retain young Indian social science scholars who have completed their Ph D and who wish to pursue a regular career in teaching and research. They should have a high potential and promise for conducting full time research on specific themes and issues. These studies are expected to contribute to theoretical and conceptual advancement in different disciplines, help to generate field work based empirical data and contribute towards policy making.

1.2 The broad disciplines of study, within the domain of social sciences are:

- (i) Sociology and Social Anthropology;
- (ii) Political Science / Public Administration;
- (iii) Economics;
- (iv) International Studies;
- (v) Social Geography and Population Studies;
- (vi) Commerce and Management;
- (vii) Social Psychology;
- (viii) Education;
- (ix) Social Linguistics / Socio-Cultural Studies;
- (x) Law / International Law;
- (xi) National Security & Strategic Studies; and
- (xii) Other allied Social Science disciplines (Library Science, Social Work, Media Studies, Modern Social History, Health Studies, Gender Studies, Environmental Studies, Diaspora Studies, Area Studies, Sanskrit-Society & Culture etc.) to promote interdisciplinary and multidisciplinary research.

### 2. ELIGIBILITY

2.1 The scholar should not be more than 45 years of age on the last date of application. There shall be an age relaxation of 5 years for SC/ST candidates;

2.2 The scholar must possess a Ph.D. degree in any of the social science disciplines at the time of application.

2.3 A fellow is required to affiliate himself/herself to a UGC recognized Indian university including deemed university/college having University approved Ph.D. programme and requisite research infrastructure/institutes of national importance and ICSSR Research Institutes, of his/her choice with the prior approval of the ICSSR. Funds are disbursed through the affiliating/administering institution.

2.4 Faculties with regular service in institutions mentioned at 2.3 above getting UGC pay-scales may be considered for pay protection in exceptionally meritorious cases.

2.5 The selected fellow has to work under the guidance of a senior social scientist (not below Associate Professor with sufficient research supervision, experience and publications). The supervisor should not be superannuated and be in employment at the affiliating institution in the same discipline as that of the applicant. In case of inter-disciplinary proposals, the supervisor

should have proven expertise in the area of research proposed by the scholar. The selection of the supervisor is subject to the approval of the ICSSR.

### **3. HOW TO APPLY**

3.1 Applications will be invited through advertisements in leading newspaper(s)/ Association of Indian University (AIU) Newsletter and on ICSSR website each year and will be received before the mentioned deadline.

3.2 Application in hard copy in prescribed format and duly forwarded by the affiliating institution must be sent to: **In-charge, RFS Division, Indian Council of Social Science Research, Aruna Asaf Ali Marg, New Delhi 110067** before the last date mentioned in the advertisement. An advance copy of the application can also be sent through email.

3.3 Research proposals and final reports should be either in English or Hindi.

### **4. PROCEDURE FOR THE AWARD**

4.1 Applications are initially scrutinized by the ICSSR Secretariat.

4.2 Thereafter Subject Group(s)/Expert Committee(s) will short-list the meritorious proposals from the eligible applications.

4.3 Such applicants would then be invited for an interaction/presentation at ICSSR before an Expert Committee.

4.4 Post interaction recommendations of the Expert Committee will be placed before the Research Committee/Council for its final approval.

### **5. DURATION AND VALUE**

5.1 Post-Doctoral Fellowship is a full time research work.

5.2 The duration of the fellowship is strictly for two years.

5.3 The value of the fellowship is Rs.28,000 p.m. and contingency grant is Rs.20,000/-p.a.

5.4 Under Salary protection, a fellow is entitled to salary and allowances admissible at the parent institution and contingency grant of Rs.20,000/-p.a. However, special allowances like children education allowance, medical reimbursement, LTC, etc. are not admissible from ICSSR. However, the parent institution may pay/reimburse the same as per its rule.

5.5 The ICSSR shall also pay the leave salary and pension contribution or contribution towards CPF and gratuity for the period for which he/she holds the ICSSR's fellowship as per rules of the parent institution.

### **6. JOINING & RELEASE OF FELLOWSHIP**

6. 1 The scholar has to join the fellowship within one month of the date of the award letter by submitting all required documents through the affiliating/administering institution. This may be

extended by the ICSSR up to six months in exceptional circumstances.

6.2 The sanction of the fellowship will be issued initially for a period of one year, effective from the date of joining of the scholar in the Fellowship. The renewal of the Fellowship for the subsequent year shall be subject to the receipt of satisfactory Annual Progress Report and statement of expenditure for the entire grant released for first year.

6.3 The first year fellowship and contingency will be released in two equal instalments. The first instalment will be released after receiving the Grant-in-aid-Bill (GIB) and the second instalment after receiving a satisfactory Six Monthly Progress report along with statement of expenditure.

6.4 The second year fellowship will be released in three instalments. The first instalment of six month fellowship along with contingency will be released on receiving a satisfactory Annual Progress Report and statement of expenditure. The second instalment of 03 months fellowship along with contingency will be released on receipt of a satisfactory progress report along with statement of expenditure. The final instalment of remaining fellowship along with contingency will be released after receiving the final report (revised on the basis of expert comments) along with research papers and statement of accounts with utilization certificate in GFR-19A Form of the entire fellowship duly signed by the competent authority of the affiliating institution. However, in case of non-public funded institutions, the final instalment of fellowship will be released on receipt of the audited statement of accounts with utilization certificate in GFR-19A Form and verification of the documents by the ICSSR.

6.5 The 7.5% overhead charges to the public funded affiliating institution will be released only after the submission of the audited statement of accounts with utilization certificate in GFR-19A Form and verification of the documents by the ICSSR.

6.6 The accounts and utilization certificate will be signed by the Finance Officer/Registrar/Principal/Director in case the accounts of the Institution are audited by the CAG/AG. Otherwise, they need to be signed both by the competent authority of the affiliating institution along with a chartered accountant.

6.7 In case of salary protection fellowship, the leave salary and pension contribution or contribution towards CPF and gratuity, will be released only after the completion of fellowship in all respects and on receipt of due & drawn statement from the parent organization and verification by the ICSSR.

## **7. MONITORING OF FELLOWSHIP**

7.1 Regular monitoring of Fellowship is done on the basis of Six Monthly and Annual Progress Reports in the prescribed format submitted by the scholar.

7.2 The fellowship may be discontinued if research progress is found unsatisfactory or any ICSSR rules are violated.

7.3 The ICSSR may ask for annual presentation/mid-term appraisal of the research work.

7.4 During the course of the fellowship, the scholars are required to publish at least two research papers in peer reviewed journals on the theme of the research undertaken.

## **8. COMPLETION OF FELLOWSHIP**

8.1 If a fellow leaves the fellowship before its full term, he/she has to give an undertaking to submit the final report within a reasonable period but he has to submit a detailed progress report duly forwarded by the Supervisor. In such cases, the ICSSR may consider to pay contingency grant. In other cases, the scholar can leave by refunding the entire amount already released by the ICSSR. If the scholar leaves without completion of the work and without informing the ICSSR, he/she has to refund entire amount of fellowship released with penalty/penal interest.

8.2 If, as a special case, a scholar remains on leave due to maternity/medical/extra ordinary circumstances (not to exceed six months) duly approved by the ICSSR, the tenure of fellowship will be extended by that period but the total amount of fellowship will not exceed 24 months.

8.3 On completion of the fellowship, the scholar should submit the following:

- a) A book-length final Report in a publishable form along-with a Summary of the report (3000-4000 words) and research papers published.
- b) These documents should be submitted in hard copy (two copies of final report and three copies each of the Summary and research articles) and a soft copy in pen-drive.
- c) A certificate of settlement of assets and books purchased out of the fellowship grant issued by the affiliating Institution.

8.4 A maximum of three months period can be granted for submission of the final report after completion of the fellowship.

## **9. OBLIGATION OF THE AFFILIATING INSTITUTION**

9.1 The affiliating institution is required to provide the requisite research infrastructure to the scholar and maintain proper accounts. For this, the Council shall pay to the affiliating/administering institution overhead charges of seven and a half percent (7.5%) of the total Fellowship (fellowship amount plus contingency).

9.2 The affiliating institution is required to give an undertaking in the prescribed format contained in the Application Form to administer and manage the ICSSR grant.

9.3 The affiliating institution will be under obligation to ensure submission of the final report and audited Statement of Accounts along with Utilization Certificate (in the prescribed Performa GFR 19-A) duly certified by the competent authority of the institution.

9.4 The overhead charges shall be paid only after the completion of the fellowship and on receipt of the final audited Statement of Accounts.

## **10. CONDITIONS**

10.1 The post-doctoral research work should not be the same as Ph. D work.

10.2. The duration of full time regular fellowship shall be strictly for two years. In no case the fellowship beyond two years will be considered. However, extension for submission of final report may be granted on justified reasons without any additional financial commitment of the ICSSR.

10.3 The applicants under salary protection should have been in regular service for two years in an academic institution. The institution shall certify that it will maintain their lien on the post during the period of fellowship and allow them to return after the fellowship period.

10.4 The contingency grant may be utilized for books, stationery, computer related costs, and the field work expenses connected with the research work.

10.5 The ICSSR reserves the right to publish the fellowship report funded by it.

10.6 The scholar shall acknowledge ICSSR's support in all publications resulting from the research output of the fellowship and should submit a copy of the same to the ICSSR.

10.7 All fellowships are subject to income tax deductions as per the Government of India rules at the level of the affiliating/ administering institution.

10.8 ICSSR follows Government of India Rules & Directives with regard to SC & ST categories.

10.9 Defaulters of any previous fellowship/project/grant of the ICSSR will not be eligible for consideration until the applicant obtains the clearance from the concerned administrative division.

10.10 A fellow is not entitled for the same fellowship or pay protection more than once.

10.11 While accepting any fellowship from the ICSSR, a fellow should not accept any other fellowship or research project or regular financial benefit/assignment from any other institution.

10.12 The research proposal/final report of the fellowship cannot be submitted for the award of any University degree/diploma or funding by any other institution. The ICSSR however, will have no objection if the scholar utilizes the research data for this purpose.

10.13 The fellowship may be transferred from one affiliating institution to another on the request of the scholar under special circumstance with ICSSR approval, subject to submission of the following documents:

- (1) Satisfactory progress report;
- (2) No objection certificate from both previous and the proposed university/institute;
- (3) Consent letter along with C.V. of the new supervisor;
- (4) Audited statement of account and utilization certificate along with unspent balance, if any.

10.14 During the tenure of fellowship, the fellow will be governed by the rules of the affiliating/administering institution in all matters including drawls of TA/DA, holidays/leave and contingency grant, etc.

10.15 The selected fellows are expected to do full time research in India. They could, however, undertake data collection outside India in exceptional cases and if warranted by the needs of the proposal. For this they are required to apply separately for consideration under the Data Collection Scheme of the ICSSR International Collaboration Division.

10.16 The ICSSR makes positive effort for considering fellowship grants to women, minorities,

differently abled persons and persons belonging to educationally backward areas/districts as declared by Government of India.

10.17 The scholar should not have been subjected to any disciplinary/legal action/proceedings/financial penalties in his/her career/ research career.

10.18 The final report submitted by the scholar will be considered satisfactory only after its evaluation by the ICSSR.

10.19 Books/periodicals/equipment purchased by the scholar out of the contingency grant should be deposited with the affiliating/administering institution and a certificate to this effect may be submitted along with the final report.

10.20 Application submitted against one Call will not be considered for the subsequent Calls.

10.21 The Council reserves the right to reject any application/nomination. It is also not responsible for any postal loss/delays in communications.

10.22 Incomplete applications in any respect shall not be considered for fellowship.

10.23 The final authority related to the interpretation of the guidelines or any issue left is vested with the ICSSR.

## **RESEARCH PROPOSAL FORMAT**

**An indicative outline for the detailed research proposal is given below:**

**1. Title:** The research proposal should have a clear, meaningful and concise title reflecting the scope of the investigation.

### **2. Introduction and / or Statement of the Problem**

The research proposal should begin by clearly stating the research problem to be investigated in the light of its theoretical and/or empirical context in the relevant area.

### **3. Aims and/or Objectives of the Study**

The general aim of the study as well as its specific objectives should be clearly stated in the proposal.

### **4. Conceptual Framework**

Given the problem and the theoretical perspective for investigation of the problem, the proposal should clearly bring out the concepts to be used and demonstrate their relevance for the study. Besides, the dimension of empirical reality that needs to be explored for investigating the problem should also be specified.

### **5. Research Question or Hypotheses**

Given the conceptual framework and the specification of dimension, the specific questions to be answered through the proposed research should be sharply formulated. In the case of an explanatory research design, specification of variables and positing of relationship among them through specific hypotheses must form a part of the research proposal.

## **6. Review of Literature**

The proposal should summarize the current status of research in the area and major findings, including the researcher's own work in the area. Existing empirical findings may also be discussed. The overview should clearly demonstrate the relevance as well as inadequacy of existing findings or approaches and provide a rationale for the proposed study.

## **7. Scope and Methodology**

The researcher must describe in detail (a) the scope and coverage of her/his study; and (b) approach and methodology with adequate justification. Emphasis should be given to bringing out innovativeness in approaches proposed to be followed. The detailing of the methodology may include research design, data to be collected and empirical and analytical methods to be used. The description of the methodology must be clearly linked to the aims of the research and the research questions/hypotheses of the study.

## **8. Relevance, Anticipated Outcomes and Proposed Outputs from the Research**

The proposal should include a statement on the relevance of the study and the anticipated outcomes. It should bring out the significance of the research problem, the contribution which the proposed study is expected to make to theory and to methodology as well as its practical importance to society and policy making. It should also describe the proposed outputs from the study (Books, research papers, occasional papers with themes etc.)

## **9. Tentative Chapterisation.**

Details chapterisation should be clearly spelt out in the research proposal

**10. Bibliography:** Bibliography should be prepared in Chicago Manual Style.

## **[Download Application Form](#)**

Re-PDF Forms (revised) (2).docx