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Chapter I

RULES

GOVERNING AWARD, FUNDING AND FULFILMENT OF REQUIREMENTS OF FELLOWSHIPS, RESEARCH PROJECTS AND OTHER GRANTS-IN-AID OF THE INDIAN COUNCIL OF HISTORICAL RESEARCH (ICHR), NEW DELHI

1. (a) These Rules may be called the Research Funding Rules (RFR) of the Indian Council of Historical Research.

In any reference to the provisions of these Rules, a clause thereof may be cited by its Arabic numeral immediately following upon the Latin numeral of the chapters to which it belongs. Illustration: sub-clause (b) of Clause 2 of Chapter III of these Rules may be cited as ICHR Research Funding Rules, III 2 (b).

Subject to the Rules of the Indian Council of Historical Research, New Delhi, 1972, and to the Regulations that have been, or may be, framed thereunder, and with such exceptions as may hereinafter be contained, these Rules shall govern the award by the ICHR of all fellowships, research project grants, contingency (study-cum-travel) grants, grants for travel and maintenance of Indian scholars proceeding abroad and of foreign scholars invited to India, subsidies for publications and for the holding of conferences, workshops and other meetings, grants to associations of historians and all other grants-in-aid and the funding and fulfilment of the requirements of all the said Fellowships, grants and subsidies, provided that these Rules shall not apply to research projects directly undertaken, conferences, workshops and other meetings held, and publications issued in its own name, by the ICHR.

2. These Rules shall apply to all Fellowships Research projects and other grants current at that date as well as to those awarded after that date and to the modes of procedure leading to their award, provided that a Fellowship or grant awarded or recommended before these Rules came into effect shall not be called into question or withheld only on a procedure which, though consistent with the decisions then in force, is not in conformity with these Rules.
3. In these Rules, unless the context otherwise requires, the following definitions shall be assumed:
 - (a) "Council" means the Council of the ICHR constituted in accordance with Rule 3 of the Rules of the ICHR.
 - (b) "Chairman" means the Chairman of the Council appointed by the Government of India under Rules 3 and 13 of the ICHR or, when the office of the Chairman is vacant, the person or officer authorized to exercise the powers, and perform the functions, of that office under the Rules of the ICHR and the Regulations framed thereunder.
 - (c) "Expert" means a scholar or expert chosen by the Chairman or Member Secretary, preferably from a panel of scholars and experts that may be framed by the Research Projects Committee, and to whom an application or proposal for, or a report on, a Fellowship or a project or a request for contingency grant, publication subsidy, or grant for foreign travel or any other grant of payment is referred to for assessment and recommendations.

- (d) “Contingency grant” means a grant awarded for travelling and daily allowances for journeys including for attending seminars, symposia, workshops, connected with research work; local conveyance for visiting libraries, collection of documents, oral evidence; purchase of books and stationery; expenditure on typing, diagrams, maps, photographs, xerox copies, transcripts, etc., directly concerned with the work approved by the ICHR or with the work of the Fellowships or project; undertaking fieldwork such as a archaeological exploration and survey, and charges for consultancy services. But it shall not include cost of books not relevant to the subject of the Fellowship or the project, binding of private books, cost of private mail, and travel unconnected with work of the Fellowship or project.
- (e) “Fellow” means Fellow of the ICHR, the word “Fellowship” to be construed accordingly.
- (f) “Foreign Travel Grant Committee” means the Committee constituted by the Council to recommend or decide on proposals to fund Indian scholars’ trips abroad or foreign scholars’ trips to India under these Rules.
- (g) “Grant” includes subsidy.
- (h) “History” means all areas of knowledge commonly comprehended under this term, and includes Indian and non-Indian history; political, social, economic, cultural and intellectual history; history of science and technology, of ideas, philosophy and beliefs, and of art and literature; history of international relations; biography; demographic history and historical statistics; historical ethnography, anthropology; history of environment, climate and wild life; local and regional history; onomastics; archaeology, epigraphy, numismatics; diplomatic history; historiography; editing, calendaring, translation, annotation, interpretation and survey of historical sources and documents; and any other subject with a strong historical bias and content.

Note:

(i) Research on the following aspects of Indian

History shall be particularly encouraged:

- Social and Economic Formations
- History of Ideas
- History of Peasants and Agrarian Relations
- Urban History
- Women’s History
- Demographic History
- Collective Consciousness, Social Movements and Popular Protest
- Industrialization
- Resistance to British Rule
- National Movement
- History of Science and Technology
- Historical Geography
- Quantitative History
- Regional and Local History
- Place-names
- Editing, Calendaring and Translation of Sources

(ii) Work on the history of countries other than India may also be supported by the ICHR.

(i) “ICHR” means the organization registered and known as the Indian Council of Historical Research (Reg. No. S. 5339), New Delhi, functioning in accordance with its Memorandum of Association and the Rules of the ICHR and the Regulations framed thereunder; or any officer of the said organization duly authorized to act on its behalf.

(j) “Institution of affiliation” refers to:

(i) An Indian university or college or institute of research, where the Fellow or

recipient of contingency grant is registered for the M.Phil. or Ph.D. degree; or

(ii) In the case of a Fellow or recipient of contingency grant not so registered or of a Project Director or of a recipient of research project grant, means a university, college or department of a university, institute of research, archives, or other statutory or registered institution, where he is employed or undertakes research; or

(iii) An institution under whose aegis a seminar, workshop or academic conference subsidized by the ICHR is organized.

(k) "Member Secretary" means the Member Secretary (Chief Executive Officer) of the ICHR, or when the office is vacant, any other officer of the Council, authorized to perform the day to day duties of Member Secretary.

(l) "Overhead charges" means an amount equal to five per cent of the total amount of research project grant, or contingency (study-cum-travel) grant disbursed through an institution of affiliation, paid to the said institution after the period of the said grant, over and above the total sanctioned amount thereof.

Note: A higher rate for overhead charges (not, however, to exceed ten per cent of the total amount disbursed) may be paid to the institution of affiliation in special cases, subject to the approval by the Research Projects Committee or the Chairman.

(m) "Project Director" means the Director of a research project funded by the ICHR.

(n) "Research Projects Committee" means the Research Projects Committee appointed under Rule 39 of the Rules of the ICHR.

(o) "Rules of the ICHR" means the Rules of the Indian Council of Historical Research, New Delhi, 1972 as amended from time to time.

(p) "Statement of expenditure" in respect of all grants except fellowships means a statement of expenditure certified by the duly authorized officer or authority of the institution of affiliation, or by a government auditing agency, or by a chartered accountant.

(q) "Study Grants Committee" means the committee constituted by the Council to recommend or decide on proposals or applications for contingency (study-cum-travel) grants.

4. (a) (i) Unless otherwise provided, all applications and proposals for Fellowship or grants or subsidies under these rules should be addressed to the Member Secretary; but an application or proposal may be entertained even if it is simply addressed to the ICHR or does not properly give the Member Secretary's designation or is addressed to another officer of the ICHR, in which case the officer may forward it to the Member Secretary.

(ii) An application or proposal for Fellowship or grant shall be liable to be rejected on the grounds only that it contains mis-statements or any deliberate omission or suppression of facts.

(iii) A proposal for research funding should be based on the following guidelines:

- How will the proposed research contribute to extant theory /method/factual information?
- What methods and techniques are proposed to achieve the objective?
- A critical note on the sources to be used.

(b) When called upon to consider any application or proposal for a Fellowship or for a grant, whether for project, study-cum-travel, foreign travel, or publication or for any other purpose, the Council, the Research Projects Committee or any other committee, empowered to award or recommend the award of a grant under these Rules, shall

(i) be informed whether any Fellowship, project, contingency grant, and/ or foreign travel or publication subsidy has been awarded to the applicant or the proposed awardee previously, and, if so, whether he has fulfilled the requirements thereof; and

(ii) be free to refuse or delay consideration of the said application or proposal on the ground only that the said requirements have not been properly fulfilled.

(c) The decision of the Council, the Research Committee or any other Committee referred to in the sub-clause (b) above shall be treated as final and shall not be called into question by anyone for whatever reasons. Provided that the Council shall be empowered to review or modify any of the decisions taken by any of the Committees for the reasons to be recorded for such review or modification.

(d) (i) The identity of an Expert/expert engaged under these rules shall be kept confidential and

should not be revealed under any circumstances. Any attempt to obtain knowledge of the identity of a Expert and/ or to influence him shall be deemed a sufficient cause for the rejection of the application or proposal for Fellowship or grant of the person or institution on whose behalf the attempt was made.

- (ii) The assessment given by an Expert should be detailed and well-reasoned. It should cover the various features of the proposal, project, report or manuscript sent to him, and he should clearly state his overall assessment in relative terms (i.e accepted/rejected/revise and resubmit). In case of revision the expert comments will be sent to the applicant.
- (e) While awarding Fellowships and grants, the Research Projects Committee shall consider, subject to the academic merits of individual applications and proposals, the need for
 - (i) the assignment of funds in a balanced manner to the main periods and various branches of Indian history, a periodic analytical record of the Fellowships and grants awarded being maintained for the purpose, based on the coverage of themes listed in Annexure I; and
 - (ii) the proper representation, among the awardees, of the different regions of the country, the Scheduled Castes and the Scheduled Tribes, OBCs, women (including homemakers), and the minorities.
- (f) Before any money is released to awardees of Fellowship or grant, s/he must agree in writing to abide by these rules and to bind himself to fulfil the requirements of the Fellowship or grant awarded, and to refund to the ICHR any or all expenditure thereon incurred by the ICHR if the work of the Fellowship or the work under the grant, as the case may be, is not properly carried out or is not completed in any manner whatsoever.
- (g) Wherever in these Rules a Fellow, Project Director or recipient of any grant is required to submit a report to the ICHR, the said report shall specially mention (a) source material used, (b) field work undertaken, if any, (c) papers and monographs published, and (d) conclusions drawn. Copy of any published work specified in the report should be provided to the ICHR.
- (h) Payment of all Fellowships and grants shall be subject to such taxation laws as are for the time being in force.
- (i) Any money paid by the ICHR in excess of what is due, on account of Fellowship, project or other grant, or any part of the grant not spent, shall be duly and expeditiously returned to the ICHR by the institution of affiliation.
- (j) A change in the institution of affiliation for any Fellowship or grant shall require the approval of the Member Secretary, but, in case s/he is of opinion that such a change may affect the proper pursuit of research, s/he may refer the matter to the Chairman who may decide on his own, or may refer it to the Research Projects Committee, whose decision shall be final.
- (k) The Member Secretary shall be entitled, at his discretion, to require any Fellow or recipient of grant or institution of affiliation to produce the original vouchers in support of a statement of expenditure.
- (l) A Fellow or Project Director may be permitted to relinquish, respectively, his/her Fellowship or project, if, upon receipt, and of assessment of the report by an Expert, the Research Projects Committee is satisfied that the Fellow or Project Director has carried out a distinct part of the research programme, for which the expenditure incurred, by way of Fellowship or project grant, till the date of his relinquishing the Fellowship or project, was justifiable; otherwise, the Fellow or Project Director shall refund to the ICHR the entire amount of the said expenditure or a part thereof as determined by the Research Projects Committee.
- (m) The Research Projects Committee may, without assignment of any reason or notice, terminate any Fellowship, research project, or contingency grant, or a subsidy awarded for publication or for

foreign travel.

Provided that, in the case of 'National Fellowships', the power for taking such action shall vest in the Council.

- (n) Without prejudice to the provisions of the preceding sub-clause, if the Research Projects Committee has good reason to believe that a Fellowship or grant has not been used properly for the purpose for which it was awarded, it may, while terminating the Fellowship or grant, also require the fellow or recipient of the grant to refund the amount not properly used; but before taking a decision to this effect, it shall give the Fellow or recipient of the grant a notice of one month, within which to submit his reasons, if any, why such a decision should not be taken. Provided that, in the case of National Fellowships, the power for taking such action shall vest in the Council.
- (o) Without prejudice to the provisions of the sub-clause (m), where an awardee of a fellowship or any other recipient of any grant under these rules consciously defaults in complying with the relevant provisions of these rules and the instructions issued to him by the ICHR, the Research Project Committee shall be empowered to declare such an awardee or recipient of the grant a defaulter for the reasons to be recorded on this behalf, and a person so declared a defaulter shall be debarred from applying for any of the grants of the ICHR in the subsequent period upto 5 years. Provided that before taking such a decision, a notice of one month shall be given to the concerned person/institute to submit the reasons, if any, why such a decision should not be taken.
- (p) Any article, paper, report or monograph published by a Fellow, Project Director, or recipient of grant, based on researches wholly or partly funded by the ICHR, during or after the period of funding, shall duly acknowledge the financial assistance given by the ICHR. The ICHR shall, however, have no claim to copyright over the said published material, nor shall it be responsible for any opinion expressed therein.
- (q) In case any of the reports submitted under one of its schemes of grant or fellowship is found suitable for inclusion under its Monograph series, the author will be requested by the ICHR to submit his copyright in favour of the ICHR.
- (r) Subject to anything contained to the contrary in the Rules of the ICHR and the Regulations framed thereunder, an employee of the ICHR shall be eligible to apply for a Fellowship or grant; but he shall have to apply through proper channel in the same manner as prescribed for an applicant of a similar nature that may be addressed by an ICHR employee to an institution other than the ICHR; and, in case his application is approved and a Fellowship or grant awarded, the ICHR shall be the institution of affiliation, unless the award is for the pursuit of the M.Phil/Ph.D. degree, in which case the institution where he is registered for the degree shall be the institution of affiliation.

Provided that—

- (i) No application for Fellowship or grant by an employee of the ICHR, or by a close relation of the employee, shall be processed by him at any stage whatsoever; and
- (ii) An award of Fellowship or grant to an employee of the ICHR shall not necessarily mean that the requisite leave shall be granted by the ICHR, the grant of such leave being governed by the Regulation framed in this regard under the Rules of the ICHR.
- (p) The Research Projects Committee or any other Committee, empowered to take any decision or make any recommendation under these Rules, may by a decision, duly recorded in its minutes, delegate any of its powers in a specific case or set of cases to the Chairman or Member Secretary.

Provided that any decision or recommendation made by the Chairman or Member Secretary under such delegation shall be recorded and notified in the same manner as the minutes of the meetings of the Committee that has made the delegation, and such record and notification shall be deemed to be of the same force as if it had formed part of the minutes of the meeting of that Committee.

- (q) Under special circumstances the Chairman may award a grant other than a Fellowship of an amount not exceeding Rupees One lakh (Rs.1,00,000) on behalf, and in anticipation of the approval of Research Project Committee.
- (r) Provided that the action taken under this sub-clause shall be reported to the next meeting of the Research Project Committee along with a statement of the reasons which prompted the action.
- (s)
- (i) The honorarium payable to an Expert for assessment and recommendation on any application or proposal or report or any other matter referred to him shall be Rupees One thousand (Rs.1000/-)
 - (ii) When the Expert's assessment and recommendations shall be sought on an application for publication subsidy the honorarium paid to him/her shall be Rupees Two thousand(Rs.2000/-), but will be payable only after the manuscript submitted for publication subsidy has been returned by the Expert; and when the revised manuscript for which publication subsidy, is re-examined by the same Expert, s/he shall be paid an additional honorarium of Rupees One thousand (Rs.1000/-).
 - (iii) When the Expert's assessment and recommendations shall be sought for an Article for *IHR*, the honorarium paid to him/her shall be Rupees One thousand (Rs 1000/-)
 - (iv) The author who will contribute any article for Indian Historical Review (*IHR*) will not be paid any honorarium.
 - (v) The Expert shall be reimbursed the postal charges in all cases.
 - (vi) The concerned Unit Head/DD(Research) or any other officer authorized by the Chairman/Member Secretary shall be competent to sanction honorarium to the above said expert(s)/Expert(s).
- (t) Only such proposals may be considered for the grant financial assistance which are strictly in accordance with the approved guidelines for research Grants/Fellowships Scheme and also fulfill all other conditions.
- (u) Only one Research Project/Fellowship may be sanctioned to a Scholar at a time and until ongoing project is satisfactorily completed, no subsequent project may be sanctioned to the same scholar.
- (v) No financial grants under these rules will be sanctioned to Council Members directly or indirectly.
- (w) Quantum of assistance may be limited to items as per guidelines and overall ceiling of grants may also be adhered to.
- (x) A proposal may not be judged for extending financial assistance based on its contents alone; the relevance of the proposed research project from the point of view of fulfilling the overall objectives of ICHR may be the important criterion for considering the project.
- (y) Budgetary ceiling for Research projects/Fellowships in the overall budget of ICHR for the current financial year may be kept in view while recommending grants for various projects.
- (z) Number of Fellowships in any category may not exceed the approved level at a particular point of time.
5. All applications for Seminars/Workshops/Conferences, Foreign Travel Grant, Study and Travel Grant, Research Projects and Publication Grant should reach ICHR : 31March, 30 June, 30 September and 31 December. The minimum processing time for each application will be three months and therefore applicants must send their request for grants accordingly.

Chapter II

FELLOWSHIPS

1. The following categories of Fellowships may be awarded for undertaking research in History within India:

- (a) Junior Research Fellowship (JRF)
- (b) (Post Doctoral Fellowship (PDF)
- (c) Senior Academic Fellowship (SAF)
- (d) National Fellowship

2. All Fellowships specified in Clause 1 shall be awarded by the Research Projects Committee for research work to be specified in the award.

3. The number of Fellowships in a financial year will be as follows:

Junior Fellowship:	80
Post Doctoral Fellowship:	10
Senior Fellowship:	10
National Fellowship:	03.

At any point of time, the number of total Fellowships should not be more than double of the upper number ceiling of Fellowship indicated above. No new category of Fellowships other than those mentioned above shall be introduced without prior approval of the Government of India.

4. (a) Applications or proposals for Fellowships other than National Fellowships shall be invited through advertisements in some of the National dailies and also on the website of ICHR www.ichrindia.org. Whereas selection for award of JRFs / PDFs will be made through conducting examinations-cum-interviews to be held at various places in the country to be decided by the Council, selection of Senior Academic Fellows will be made by a Selection Committee through personal interaction.

b) A committee will be constituted by the Council for devising an internal short listing system to scrutinize the applications to ascertain their viability and make its recommendations to the Chairman of the names of the candidates who could be considered for selection through examination-cum-interviews. This will be applicable to all categories of Fellowships other than National Fellowships.

5. **Junior Research Fellowship:**

- a. To be eligible for the award of Junior Research Fellowship candidates must have secured at least 55% (without rounding off) in Master's Degree OR equivalent examination from universities/institutions recognized by the UGC in History/Archaeology/Museology. This will be relaxed to the minimum of 50% marks in the case of SC/ST.
- b. The Fellowship shall carry an amount of Rupees Sixteen thousand (Rs.16000/-)

per month with a contingency grant of Rupees Fifteen thousand (Rs.15000/-) per annum for a period of two years extendable up to one more year under special circumstances but this will be subject to the provision of clause (3) above.

- c. This Fellowship shall be a whole-time engagement for research work and cannot be combined with any other whole-time or part-time work.

Provided that—

- i. a Fellow can continue with his previous employment, if he takes leave during the period of Fellowship; and
 - ii. A part-time honorary or nominally paid teaching or research assignment may be accepted by a Fellow with the permission of the Research Projects Committee.
- d. The Council will constitute a JRF Committee /Peer Group to formulate guidelines for selection of Fellows as well as to monitor research undertaken by the Fellows.
- e. The research undertaken by a Fellow shall be reviewed periodically and the fellowship may be discontinued if research undertaken by any fellow is found unsatisfactory. The amount of fellowship granted to a Fellow shall be recovered if the research undertaken by him is found unsatisfactory.
- f. The last instalment of the Fellowship shall be withheld if the Fellow does not submit his/her monograph/book/thesis within the stipulated time during his term of fellowship.

6. Post Doctoral Fellowship:

- a. **Post Doctoral Fellowships** are awarded to scholars who have shown significant competence in research work, have completed/ have been awarded their Ph.D or have done equivalent research work of merit, and desire to work on approved research themes at institutions of excellence under the guidance of a senior scholar. The applicants for the Fellowship should be affiliated with a University or a research institute of repute
- b. The Fellowship shall carry an amount of Rupees Twenty eight thousand (Rs.28000/-) per month with a contingency grant of Rupees Twenty thousand (Rs 20000/-) per annum for a period of two years extendable up to a maximum of one more year in special circumstances, but this will be subject to the provisions of clause 3 above
- c. This Fellowship shall be a whole-time engagement for research work and cannot be combined with any other whole-time or part-time work.
- Provided that—
- i. a Fellow can continue with his previous employment, if he takes leave during the period of Fellowship; and
 - ii. A part-time honorary or partially paid teaching or research assignment may be accepted by a Fellow with the permission of the Research Projects Committee.

- d. The research undertaken by a Fellow shall be reviewed every six months and the Fellowship may be discontinued if research undertaken by any Fellow is not found satisfactory. The amount of Fellowship granted to a Fellow shall be recovered if the research undertaken by him is not satisfactory.
- e. The last instalment of the Fellowship shall be withheld if the Fellow does not submit the monograph/book/thesis within the stipulated time during his/her term of fellowship.

7. Senior Academic Fellowship:

- a. **Senior Fellowships** are awarded to the senior scholars who have done quality work and have publication in the form of books and papers in professional journals to their credit. The applicants for the Fellowship should be affiliated with a University or a research institute of repute.
- b. The Fellowship shall carry an amount of Rupees Forty thousand (₹40000/-) per month with a contingency grant of Rupees Forty thousand (₹40000/-) per annum for a period of two years extendable up to a maximum of one more year in special circumstances, but this will be subject to the provisions of clause 3 above.
- c. This Fellowship shall preferably be a whole time engagement for research work.
- d. The RPC of the Council shall formulate guidelines for selection of Fellows as well as to monitor research undertaken by the fellows.
- e. The research undertaken by a Fellow shall be reviewed every six months and the Fellowship may be discontinued if research undertaken by any Fellow is not satisfactory. The amount of Fellowship granted to a Fellow shall be recovered if the research undertaken by him/her is not satisfactory.
- f. The last instalment of the Fellowship shall be withheld if the Fellow does not submit his/her monographs/books/thesis within the stipulated time during his term of Fellowship.

8. National Fellowship:

- (a) **National Fellowships** are offered to eminent scholars in history who have made outstanding contribution to research in their respective fields, to enable them to continue their academic work and research. The Fellow should be affiliated with a University or a recognized research institute .
- (b) The Fellowship shall be awarded by the Council to eminent scholars on the recommendations of the Research Projects Committee for a period of two years. Extension for one more year may be

considered in exceptional cases after evaluating the research work done during the first two years. Direct applications from scholars shall not be entertained.

- (c) The Fellowship shall carry an amount of Rupees Fifty five thousand only (Rs.55,000/-) per month with a contingency grant of Rupees Sixty thousand (Rs.60,000/-) per annum, but this will be subject to the provisions of clause 3 above.
- (d) This Fellowship shall preferably be a whole time engagement for research work.
- (e) It will be expected of a National Fellow to devote his/her full time on research for which the Fellowship is awarded. It will be appreciated if as the National Fellow of the ICHR, the scholar can give a seminar or two either at the ICHR or in the institution of affiliation or in a reputed academic institution in the country. ICHR will also expect that the National Fellow prepares a publishable research report, in the form of either a monograph or a set of research papers which the ICHR shall have the first right to publish in its Journal *Indian Historical Review* or any of its publications with the consent of the scholar.
- (f) The last instalment of the Fellowship shall be withheld if the Fellow does not submit his/her monographs/books/thesis within the stipulated time during his term of Fellowship.

9. Fellowship for Foreign Nationals:

Provided that foreign nationals may not be barred from being awarded Fellowship of categories (a), (b), (c), and (d) in Clause 1 on the ground only that they are eligible for the award of a Fellowship under this clause.

- 10. Proposal for the selection of National Fellows shall not be sent to an Expert, but shall be directly placed before the Research Projects Committee, to enable it to make its recommendation for the award of the Fellowship to the Council.
- 11. Upon award of a Fellowship under Clause 2, the award shall remain valid for a period of one year from the date on which the minutes of the meeting of the Research Projects Committee or of the Council, in which the award was made, are signed by the Chairman, and shall lapse if the awardee fails to join within that period. The Chairman is authorized to revalidate the Fellowships, research projects, etc., even after a period of one year, but if there is no response from the scholar, the grant shall be considered to have lapsed; but a National Fellowship can only be renewed by the Council upon the recommendation of the Research Projects Committee.
- 12. (a) Every Fellow, other than National Fellow, shall submit a six-monthly progress report in triplicate to the institution of affiliation for being forwarded to the ICHR.

(b) In the case of Junior Research Fellows, the report shall be certified by the Supervisor, and, in case, he is unavailable, by the Head of the Department in which the Fellow is working.

(c) Instalments of Fellowship grant in all cases shall not be released if the progress report for periods for which payment had been made are not furnished, or, if furnished, are not found satisfactory

Provided that, in the case of a Fellowship other than the National Fellowship the Fellow shall submit a report at the end of every six months, which, unless the Chairman otherwise directs, may be sent to an Expert for his assessment and recommendations, and, should these be positive, the subsequent instalment of the Fellowship grant, as due, shall be released; and at the end of the year would submit an annual comprehensive report, which would be evaluated for continuation of the grant further to the second year. In case of Junior Research Fellowship, at the end of its tenure, the institution of affiliation shall certify that the fellow has fulfilled all the requirements of the Fellowship, and the funds provided by the ICHR for this purpose were properly utilized.

13. Statement of expenditure:

(a) Every Fellow other than National Fellow will submit six monthly statement of expenditure of contingency grant along with original vouchers through the Supervisor or the institution of affiliation as the case may be:

(b) The National Fellow will submit such statement of expenditure along with original vouchers direct to the ICHR.

14. In case of all the Fellowships, the amount of Fellowship and of the contingency grant for the last three months will be withheld. This will be released only after the submission to the ICHR a publishable manuscript based on the research done during the fellowship. When the manuscript is published, due acknowledgment should be made to the Fellowship of the ICHR.

15. The institution of affiliation shall be expected to provide the Fellow with facilities such as accommodation for work, including furniture, library and research facilities and messenger services etc. and to maintain accounts of the Fellowship and contingency grants disbursed to the Fellow, in return whereof the ICHR shall pay overhead charges to the said institution.

16. A Fellow who has availed of a Fellowship from the ICHR will not be eligible for another Fellowship from this Council for the next five years from the date of the acceptance of the final report by the Council.

17. The pay of the in-service scholars employed in Universities, Government Departments etc. may be protected by the parent institution and in case of the retired scholars/academics pension will not be deducted from the amount of the Fellowship granted by the Council. **It is clarified that the pay protection to the in-service scholars will not be given by the Council. The concerned college/University/Institution should forward only such application(s) when they consent to protect the salary of the scholar(s) and allow him to avail of the ICHR's Post Doctoral Fellowship/Senior Academic Fellowship.**

18. The amount of the Fellowship shall be electronically credited directly to the account of the Fellows. While accepting the Fellowship from the Council, the Fellows should not accept Fellowship from any other organization.
19.
 - (a) Should a Fellow (including a National Fellow), after joining his Fellowship, cease to work on the Fellowship for a time because of ill-health or his obtaining other gainful employment, or for some other reason, he shall apply for leave to the ICHR, and should such leave be granted by the Chairman, which shall not exceed six months during the entire, tenure of the Fellowship, the period(s) of the said leave shall be counted towards determining the duration of the Fellowship.
 - (b) The period of overstay of leave, in case of a scholar, other than a National Fellow, overstaying the maximum period of six months of the sanctioned leave, such period of overstay of leave, the period of leave not sanctioned by the Chairman or the period of absence without any proper sanction of leave, shall be deemed as unauthorized absence from working as Fellow, and will be viewed adversely by the ICHR and the concerned Fellow shall forfeit the right to apply for any extension of tenure of Fellowship unless it is condoned by the Council in terms of the sub-clause (e) given below.
 - (c) In case of a Fellow's (other than a National Fellow) unauthorized absence whether in continuation of the sanctioned leave or otherwise for a prolonged period, the Chairman, unless the Council condones it, will have the right to presume that the Fellow, has ceased working on the Fellowship and, thus, can terminate his Fellowship without any notice, and the scholar shall be liable to return forthwith the entire Fellowship and the contingency grant received by him from the ICHR.
 - (d) During the period of a Fellow's absence whether on leave sanctioned by the Chairman or otherwise, the Fellow (including a National Fellow) shall not draw the Fellowship and contingency grant for the period of such leave/absence. S/He will not be entitled to claim Fellowship and contingency money for the period with retrospective effect.
 - (e) The Council shall reserve the right to consider condoning the unauthorized absence from working on the Fellowship in terms of sub-clause (b) above in exceptional cases on receipt of a formal representation from the concerned scholar duly recommended by his/her supervisor or the institution where s/he is enrolled or the institution of affiliation as the case may be.
20. Notwithstanding anything contained in the foregoing clauses of this Chapter should a Fellow die during the period of the Fellowship or within six months after the end of the said period without submitting the last periodic or the final report, the balance of the fellowship due for the period till the date of his death or the end of the period of the Fellowship, whichever shall be earlier, shall be paid to the legal heirs of the Fellow, unless the Research Projects Committee shall have reason to believe that the Fellow had ceased working on the Fellowship for a significantly long period before his death, in which case it may decide to withhold the corresponding portion of the Fellowship.

21. If the scholar who has been awarded JRF/PDF and is not employed anywhere but gets employment later on during the currency of the Fellowship has expressed his/her willingness to continue with the research work without claiming Fellowship from the date of the commencement of his/her job, s/he instead of being asked to refund the total amount of Fellowship and contingency amount hitherto paid to him/her will be required to:
- (a) Submit an affidavit on non-judicial paper assuring the Council that s/he will continue with the research work as per the rules of the University/institution till it is completed, and that after its completion will submit a copy of the thesis to the ICHR.
 - (b) Submit a letter of recommendation to this effect from the concerned authority of the University/ institute where the scholar is enrolled or registered for Ph.D.
 - (c) Submit a 'No Objection Certificate' from the employer for pursuing the research work by him.
 - (d) In case of or his/her failure to submit all the above specified documents, within a period of 3 months or as decided by the RPC, he will be asked to refund the full amount of Fellowship along with contingency grant received by him/her as per the Undertaking given by him/her at the time of award of Fellowship.
22. a) An application for the extension of Fellowship, if any, shall be submitted to the Member Secretary before the period of three months in advance of the expiry of the tenure of the Fellowship, otherwise such an application for the extension shall not be entertained.
- b) Applications for the extension of Fellowship should indicate in detail the reasons and grounds for seeking such an extension along with the firm date by which the research work shall be completed.
- c) In case of JRF/PDF, the application for the extension of Fellowship shall be duly recommended by the concerned supervisor and routed through the institution where the scholar has been enrolled.
- d) In case of Senior Academic Fellowship, the application for the extension should be recommended by the institution of affiliation.
- e) The grant of any extension of the Fellowship shall, among other considerations be contingent upon the maintenance of discipline and good conduct of the concerned scholar.
- f) In the case of scholars deemed to have been unauthorizedly absent from working on the Fellowship in terms of sub-clause (b) of clause 18, no such extension shall be granted unless the period of their unauthorized absence has been condoned by the Council in terms of sub-clause (e) of clause 18.
23. The continuance of a Junior Research Fellowship and other Fellowships is contingent upon good conduct and may stand terminated on adverse report about the conduct of a Fellow is received from the University or institution where he is enrolled or from the affiliating institutions, or from any other responsible source. Provided that it shall always be open to the Research Projects Committee to review the matter and conform or revoke the termination of the Fellowship.

23. a) The rates of Fellowship indicated in the relevant clauses and the upper ceiling of Fellowships shall remain unchanged for a span of five years reckoned with effect from first day of June, 2012

b) Future Revision of Rates of Fellowship:

ICHR shall, subject to approval of respective Governing Bodies / Councils, revise the rates of fellowships and contingency automatically by 10% on increase of Dearness Allowance (DA) in respect of Central Government Employees by 50% rather than seeking approval of Government for revising rate of Fellowships. For this purpose, the base year should be taken as the date of effectiveness of the proposed revised rates of fellowships, i.e. 01.06.2012

Chapter III

RESEARCH PROJECTS

1. The Research Projects Committee may award a grant for a project of research in History or on a theme substantively including an aspect or aspects of History, undertaken within India, under a scholar as Project Director, upon an application made by or on behalf of the said scholar in accordance with the proforma given in Annexure V.
2. *Bona fide* Institutions with a well established and respected record of historical research may apply for funding for projects. The objective of such grants is to enable institutions to improve the state of research collections. Such applications shall be treated in the same manner as standard applications for Project funding. Applications must be made in Annexure VI, indicating (i) the character and status of the institution (ii) the nature of the project and its expected outcome (iii) a clear budget indicating appropriate heads of expenditure. In their applications, Institutions are required to specify a Project Director for the said Project and shall require the Project Director to adhere to the standard rules governing ICHR Projects and Project Directors. The applicant-Institution shall receive grants made under the project award and provide utilization certificates/ reports as provided for under the Research Funding Rules of the ICHR. The expected outcomes of such support may lead to collections, cataloguing, preservation and digitization of source material. Project grants to institutions will not exceed Rs 5 lakhs for a maximum period of two years. A six monthly project targets has to be submitted.
3. (a) an application under Clause 1 and 2 may be made at any time. On being received it shall be sent to at least two Experts, who shall be requested to furnish an assessment and recommendations within a month.

(b) On receipt of the assessment and recommendations of the Experts, these along with the application shall be placed before the Research Projects Committee for decision for the award of the project grant.

Provided that if assessment and recommendations from at least two Experts are not received within two months of the request being made to them under sub-clause (a), the application may be sent to another Expert or other Experts; but if even after two months, only one Expert's assessment and recommendations have been received these together with the application or proposal may be placed before the Research Projects Committee.

4. Notwithstanding anything contained in Clauses 1,2 and 3, the Research Projects Committee may on its own or at the recommendation of a 'Committee of Experts', such as the Inscriptions Committee, or the Medieval Sources Committee or the Modern Sources Committee of the ICHR, assign or award a project to a scholar and fix his honorarium.

5(a) Notwithstanding anything contained in the foregoing clauses of the Chapter, the amount of grant on any project awarded by the Research Projects Committee shall not exceed Rupees Five lakh (₹ 5,00,000/-) only.

Provided that should the Research Projects Committee be of opinion that a project entailing an amount of grant in excess of Rupees Five lakh (₹5,00,000) should be awarded, it may make a recommendation to this effect to the Council, which alone shall be competent to take a decision on such award.

- (b) A project funded by the ICHR under the provisions of this Chapter may receive financial assistance from other funding agencies or institutions, but full information on such support should be given in the application, if the support is already being received, or is being sought, and/or in subsequent communication, whenever it shall subsequently be received or be applied for.

6. The duration of a project shall ordinarily not exceed two years, but the Research Projects Committee (or the Council, when it makes the award) may set a longer period.

Provided that—

- (a) If the Project Director of a project wishes to withdraw from the project or is unable to continue with it, or dies, or if it appears that a change in the person of Project Director is desirable, the Research Projects Committee may make the said change, in consultation with the institution of affiliation; and
- (b) Any significant change in research design of the project shall require prior approval of the Research Projects Committee.

7. The grant awarded under Clauses 1, 2 and 4 shall include

- (a) expenditure allowable under Contingency grant, (b) purchase of equipment and of consumable articles required for equipment, and the cost of servicing and repair of equipment, (c) emoluments of research assistants, whole-time or part-time typists, clerks, and other staff; (d) honorarium for the scholar awarded or assigned a project under Clause 4.

Provided that—

- i. Staff working in the project shall not be deemed employees of the ICHR, and their emoluments shall not necessarily conform to the scales in force for the regular cadre of the ICHR or for the various categories of Fellows in the ICHR;
- ii. The terms of the award made under Clauses 1, 2 and 4 may lay down sums of grant assigned to different heads of expenditure, and re-appropriation from one head to another, involving a reduction of more than ten per cent of grant under the head, requiring prior approval of the Research Projects Committee, or, in cases of urgency, of the Chairman;
- iii. The position of the Project Director under Clause 1, 2 shall always be honorary, but he shall be entitled to draw TA/DA for journeys performed for work of the project at the same rates as he would have been entitled to at the institution of affiliation, if he is employed there, or, if he is not so employed, at rates approved by the ICHR; and
- iv. No attendant or Group D staff can be employed out of the project grant.
- v. Like the final research product, all source material related to the special/ research projects should be digitized and put on computers, or alternatively kept in the ICHR Documentation Centre so that anyone, including research scholars can have access to them when required by them.

8.(a) A grant awarded under Clause 1 and 2 shall be paid to the Project Director only through the institution of affiliation. The grant shall normally be paid in six-monthly or annual instalments, unless the Research Projects Committee otherwise directs.

- (b) A grant awarded under Clause 4 may be paid to a scholar through an institution of affiliation, but direct payment may be made, in case the Chairman so decides.

- (c) The institution of affiliation shall be expected to provide the Project Director, or a scholar awarded a project under Clause 4, with facilities such as accommodation for work, including furniture as specified in respect of a Fellow in Clause 15 of Chapter II of these Rules, and shall be paid overhead charges in return thereof by the ICHR.

9.A Project Director shall submit a six-monthly report in triplicate to the institution of affiliation to be forwarded to the ICHR. Subsequent grant for the Project shall not be released if the progress report and statement of expenditure for two previous consecutive six-monthly periods are not furnished, or, if furnished, are not found satisfactory.

10.The Project Director shall submit the final report of the project within three months of the end of the period of the project; five per cent of the entire grant of the project awarded under Clause 1,2 and 4 shall be withheld, to be released on reimbursement basis only after the final statement of expenditure is received from the institution of affiliation, and the final report is deemed satisfactory by (a) the Member Secretary, upon assessment by an Expert, in case the grant was of the amount of Rupees Two lakh and fifty thousand (Rs. 2,50,000) or less, or

(d) the Research Projects Committee, upon assessment by at least one Expert, in case the grant was of an amount exceeding Rupees Two lakh fifty thousand (Rs. 2,50,000).

Provided that if the Project Director applies for extension of the project, s/he shall submit the report for the whole previous period and the statement of expenditure for that period, whereupon the said report shall be sent to a Expert, whose assessment and recommendations shall be placed before the Research Projects Committee to assist it in making its decision, should it have itself made the original award, or in framing its recommendations to the Council, or before the Council, should the Council have made the original award under proviso to Clause 5 (a).

Provided further that application for extension, if any shall be made to the Member Secretary before the period of three months in advance of the expiry date of the Project, otherwise such an application for extension shall not be entertained.

11.An honorarium due to a scholar, awarded a grant under Clause 4 shall ordinarily be paid only after the work under the project awarded or assigned to him has been completed.

Provided that—

(a) s/he shall be required to submit reports and accounts in the same manner as a Project Director, under Clause 9, and

(b) with the approval of the Member Secretary, a part of the honorarium due on the work already done, may be paid to the scholar after the assessment by a Expert of the said part of the work has been obtained.

12.The Project Director or any person on the staff of a project shall not be entitled to submit the report or monograph prepared under a project as dissertation or thesis for the award of diploma or degree (M.A., M.Phil., Ph.D. or D.Litt.), but there shall be no objection to use being made, bonafide, of material collected under the project in preparation of a dissertation or thesis for a degree.

13.The Project Director shall have the copyright over, and be entitled to publish in his own name, the report or monograph prepared under the project, but he shall duly acknowledge the assistance of the ICHR and the collaboration of research staff appointed for the project, by name, in a suitable manner.

Provided that in the acknowledgement of assistance received from the ICHR, it shall be made clear that the ICHR accepts no responsibility for the facts or opinions contained in the publications.

14.It shall be the duty of the Project Director (or of the scholar awarded a grant under Clause 4) and the institution of affiliation to make suitable arrangements for the preservation of research material collected under the project, such as copies of documents, microfilms, tapes, manuscript notes from sources, photographs, reference cards, and tabulation sheets, and it shall be open to the Research Projects Committee to require that all or any such data be transferred to the ICHR for safe-keeping and providing access thereto to research workers/ scholars.

Provided that the said transfer shall not be asked for until the Project Director (or the scholar awarded a grant under Clause 4) has had reasonable time to utilize the material for the preparation of the report monograph or text planned under the project.

13. The remuneration given to the Research Assistants/ Editors engaged by the Project Directors will be restricted to the maximum of Rs.16,000/- per month and the Council will apply its discretion in granting permission to the Coordinator(s) to engage Research Assistant(s). The permission to the Coordinator(s) to engage Research Assistant(s) will be subject to availability of funds in the grant sanctioned for the Research Project.

Chapter IV

CONTINGENCY (STUDY-CUM-TRAVEL) GRANT

1. The ICHR may award Contingency (Study-cum-Travel) grant to an Indian citizen, or to a non-Indian, to assist him in pursuing research on History within India.
2. The following shall be eligible for award of grant under Clause 1:
 - (a) Scholars who are engaged in M.Phil., Ph.D. or Post Doctoral work or carrying on independent research in History and are not currently receiving any travel or contingency grant for the proposed work from any other source.
 - (b) University and college teachers and members of staff of research institutions and others who are engaged in research work in History.
Provided that—
 - (i) M.Phil./Ph.D. students shall have completed at least six months of their registration with their University, before they can receive grants, though they may apply earlier; and
 - (ii) Indians registered for research or otherwise affiliated to foreign universities and Non-Resident Indians (NRIs) shall not be eligible for the grant.
3.
 - (a) Grant defined under Clause 1, not exceeding the sum of Rupees Forty thousand (Rs. 40,000/-) may be awarded to an M.Phil. student and Rupees Fifty thousand (Rs. 50,000/-) to a student working for Ph.D. by the Contingency (Study-cum-Travel) Committee, but grant of a sum exceeding this amount can only be awarded by the Research Projects Committee, either upon advice of an Expert or upon recommendation(s) of Contingency (Study-cum-Travel) Grants Committee.
 - (b) The Study Grants Committee may consider any application or proposal under sub-clause (a), without necessarily obtaining a Expert's opinion.
 - (c) All decisions of the Study Grants Committee shall be reported to the Research Projects Committee.
 - (d) All applications for Contingency (Study-cum-Travel) Grants should provide specific itinerary details. They should clearly mention the names and locations of Archives/Libraries etc., duration of their visit etc., in their application for the grant.
4. All grants awarded under Clause 3 shall be routed through an institution of affiliation, to which the ICHR shall pay the overhead charges after the receipt of the final report and the utilization certificate
5. In expenditure out of grants made under Clause 3 the following limits shall be observed.
 - (a) Travelling expenses
 - i. Actual cost of rail/bus/steamer fare shall be limited to first class/II AC fare to the place of research and back to the place of ordinary residence of the scholar.
 - ii. Daily allowance for a maximum of 90 days shall be paid at the rates allowed by the institution of affiliation, if the recipient is employed there, or Rupees Three hundred (Rs. 300/-) a day, if not employed.
 - iii. For local conveyance not exceeding Rupees One thousand (Rs.1,000/-) may be allowed per month up to a maximum of three months.
(This is subject to maximum of 30 %to 40 % of the sanctioned grant).
 - (b) Stationery, Photocopy, Typing and other miscellaneous expenditure.
(This is subject to maximum of 50% to 60 % of the sanctioned grant).
 - (c) The total cost of books purchased out of contingency grant.
(This is subject to maximum of 20% of the sanctioned grant)

Note: Any books purchased out of contingency grant in excess of the ceiling specified above shall be deposited either with the ICHR or with the institution of affiliation, upon the end of the period of the contingency (study-cum travel) grant.

6. All applications of grants under Clause 1 should be made in accordance with the proforma given in Annexure VII.
7. The following procedure shall be followed for the release of Contingency grant awarded in accordance with provisions of Clause 3:
 - (a) Upon the applicant being informed of the award he shall be requested to convey his acceptance, upon which 75 % of the grant shall be released to him through his institution of affiliation.
 - (b) The last instalment, i.e., 25% of the sanctioned grant shall be withheld and released on reimbursement basis only after a certificate of satisfactory utilization of grant and receipt of a certified satisfactory progress report. Provided that an additional amount of Rupees Five hundred (Rs. 500/-) shall be paid to the recipient of the grant over and above the sanctioned amount of grant upon receipt of the said thesis, dissertation or monograph, as lump sum payment for any expenses incurred in providing a copy thereof to the ICHR.

Chapter V

GRANTS FOR FOREIGN TRAVEL AND MAINTENANCE ABROAD AND FOR VISIT OF FOREIGN SCHOLARS

1. Cost of travel and of maintenance abroad may be provided to a citizen of India wishing to study at archives, museums, libraries or private collections abroad for collection of source material, or to take part in a workshop, seminar or conference abroad for presenting a paper related to History, or to receive training in a specialized branch of History.
2. (a) Anyone wishing to make use of a grant under Clause 1 should apply *at least three months before* the proposed date of departure. The application on plain paper should contain particulars according to the proforma given in Annexure VIII.
(b) A scholar seeking subsidy for collection of source material in foreign countries should broadly identify the source material and records and certify that the material and records are not available in India.
(c) A copy of the letter from libraries/archives concerned indicating that they possess the required documents. The same would be made available to the scholar as and when he or she visits them.
(d) Proof of proficiency in the language should be provided (especially where documents are available in non-English languages. It will be at the discretion of the Committee to decide the equivalent on the basis of published work of the applicant.

(e) Anyone seeking subsidy for attending a seminar or conference should submit the full paper he proposes to present there.
3. All applications made under Clause 2 shall be placed before the Research Projects Committee or during the interval between any two meetings of the said committee, before the Foreign Travel Grant Committee; either of which committee may decide whether any grant or subsidy should be given, and, if given, to what extent.
Provided that—
(a) The ICHR may refer to one or more Experts for an assessment of the value or practicability of the proposal and the applicant's competence in the field, in order to assist the Research Projects Committee or the Foreign Travel Grant Committee in taking a decision;

To avoid delay on the part of nominated Experts in providing their opinion/comments, the proposal may be referred to two experts instead of one. The second expert should preferably be local one. However, the Council may depend even on one report.

(b) All decisions of the Foreign Travel Grant Committee shall be reported to the meeting of the Research Projects Committee which shall be free to modify or alter any of its decisions, provided action has not already been taken thereon;
(c) No award by either of the said committees can be made *post facto*, that is, after the trip proposed to be funded has been completed, without submitting the application well in time adequate enough for the ICHR to process the application as per the laid down procedure.

(d) The reference to the Research Projects Committee in sub-clause (q) of Clause 4 of Chapter 1 shall be construed to be reference also to the Foreign Travel Grant Committee.
4. Anyone granted support or subsidy under Clause 3 shall,
(a) If s/he proposes to undertake research or study documents at archival repositories abroad or to attend a training programme, the Research Projects Committee may specify, while approving the grant, the requirement that he should submit a detailed report to the ICHR on his return.

- (b) The ICHR may ask the respective scholars to compulsorily deposit the result of their research in the form of theses/books/monographs, etc. with due acknowledgement to ICHR.
5. A grant or subsidy awarded under provisions of Clause 3 shall be limited to
- (a) (i) Payment of a part of the excursion air-fare, travel to be undertaken by Air India;
- (ii) Purchase of a return excursion air ticket from Air India, and/ or cost of bus/rail travel abroad, where part of the approved journey; and
- (b) Payment of daily maintenance allowance should be equal to \$100 (One Hundred US dollars) a day, if the period of stay abroad is of seven day or less, or \$80 (eighty US dollars), if the said period is of more than seven days, or \$60 (Sixty US dollars), if the said period is of more than fourteen days or minimum \$ 1120 (One Thousand one hundred twenty US dollars) up to three months (exclusively in the case of application for material collection abroad) but the daily maintenance allowance should not exceed the ceiling of \$5000 (Five thousand US dollars).

Provided that—

- (i) Ordinarily (a) above shall not be combined with
- (b) while awarding a grant or subsidy for the same trip abroad;
- (ii) As far as possible, air travel will be on excursion ticket, and only failing that on a full economy ticket, by Air India alone. Deviation from the above may be permitted only in cases where direct connection is not available with the National carrier.
- (iii) The amount paid in maintenance allowance under (b) above shall be in rupees equal to the sanctioned amount in US dollars, calculated according to the rate at which the recipient of the allowance is able to obtain US dollars for rupees for the purpose of travel abroad, a certified statement of the actual conversion to be submitted by the recipient, though not necessarily in advance.
- (iv) Medical Insurance is mandatory.
6. In cases where the ICHR is to meet full excursion air-fare under Clause 5, the airport tax and/ or foreign travel tax in India, and the prescribed travelling allowance for the journey between the travellers' station and the international airport in India, along with the due halting allowance shall also be paid by the ICHR.
7. No one may normally be considered for a foreign travel grant for more than *once in three years*, but funding for a foreign trip provided for under Clause 8 shall not be counted as a foreign travel grant for the purpose of this clause.
8. (a) Notwithstanding anything contained in Clause 2, the ICHR, depending on its own requirements for appropriate representation, may, at its volition, nominate a scholar to represent it at an international congress, seminar, conference, or meeting, or proceed under Cultural Exchange Programmes, such nomination to be made by the Research Projects Committee or the Foreign Travel Grant Committee.
- (b) In cases of such nomination both the fare and maintenance may be provided if local hospitality is not available or only partly available; but except for this modification, the provisions for both fare and subsistence shall be in accordance with those set out in Clauses 5 and 6.
- (c) The restriction imposed in Clause 7 shall not apply to cases covered under this clause.
9. The period for which maintenance allowance abroad (outside South Asian countries) is granted under Clauses 5 and 8, shall not normally exceed fifteen days.
10. Upon a decision of the Research Projects Committee or, subject to the same procedure as prescribed in Clause 3 (b) above, of the Foreign Travel Grant Committee, the ICHR may invite to India a non-Indian scholar to deliver lectures, or undertake research, on any subject of History, or to present a paper at a seminar, conference or workshop organized or funded by the ICHR. The ICHR may thereupon meet the cost of air travel (international) in the same manner as prescribed in proviso (ii) to Clause 5 above, together with airport and/ or foreign travel tax, as well as the cost of domestic travel, and also meet hospitality costs and/or pay allowance for maintenance at rates approved by the Research Projects Committee or Foreign Travel Grant Committee or by the

Chairman on behalf of either committee.

Provided that lump-sum payments, not exceeding Rupees Fifty thousand (Rs. 50,000/-) in each case, may be made to scholars invited from a South Asian country, in lieu of payments for travel costs and hospitality / maintenance for specific periods of stay, the precise amounts to be determined by the Research Projects Committee or Foreign Travel Grant Committee.

11. An amount not exceeding 75% of the sanctioned Foreign Travel Grant will be released in advance of the journey subject to the production of proof of the purchase of the Air tickets and NOC from the department, institute, if employed.
12. (a) Twenty five per cent of the amount shall be withheld in the case of those scholars who are awarded FTG for collection of source material and the withheld amount shall be released only on the recommendation of the FTG Committee or Chairman on behalf of the FTG Committee after the submission of photocopies of source materials collected by the concerned scholar from the archives/libraries, personal collections etc. located outside India. This material will be maintained in the ICHR's Library-cum Documentation Centre in the larger public interest. The scholar will have to certify with full responsibility that the collected material was not available in any form, manuscript/print microfilm etc., in India. In case the certification by the scholar is found incorrect even after the availing of the FTG for material collection, s/he will have to return the entire amount to the ICHR and will be debarred forever in future from applying for FTG from the ICHR. In addition, he will submit all the documents indicated in the sanction letter.
- (b) The balance 25% of the amount of those scholars who attend the conferences/seminars etc. shall be released after the receipt of requisite documents as mentioned in the intimation letter.
13. For all proposals approved by the ICHR for collection of source materials, the maximum period of maintenance allowance shall not exceed three months. The FTG Committee is expected to apply maximum restraint in awarding FTG for three months. The scholar's past academic credentials and his experience in the field of history should be taken into account while recommending the grant for a maximum period of three months. The FTG Committee's recommendation should be placed before the RPC for a final decision thereon. The applicant will be expected to submit an original research paper on the basis of material so collected for publication in the *IHR* or a book acknowledging the financial assistance provided by the ICHR.
14. The FTG Committee is expected to ensure that the number of scholars for materials collection for a maximum period of three months should not exceed the ceiling of five within one financial year.
15. The maintenance allowance will be restricted to the duration of the conference along with one day before and one day after the conference at the prescribed rates.

Chapter VI

PUBLICATION SUBSIDY

1. The Research Projects Committee may award subsidies for publication of the following categories of works relating to History:
 - (a) doctoral thesis
 - (b) monograph and other research work
 - (c) proceedings of seminar/symposium/conference
 - (d) critically edited/ translated source material
 - (e) bibliographical and documentation work
 - (f) periodical publication
 - (g) any other research-oriented work
 - (h) translation into any Indian language or into English of an important work on History.
2. The application for publication subsidy of a work, other than periodical publications, should be submitted to the Member Secretary, ICHR, according to the proforma in Annexure X, together with a legibly typed and bound copy of the work. Provided that in languages other than English and Hindi, a clearly calligraphed work may be accepted.
3. If the application made under Clause 2 is for publication of a doctoral thesis, copies of the reports of the examiners may be sent along with the application. If the examiners have suggested revision, the revision should be carried out before applying for subsidy. Application may be submitted normally within two years of the award of the degree; in case it is submitted later, it should be indicated what revision has been carried out to keep it up-to-date in respect of research in the field.
 4.
 - (a) The application and typescript/manuscript of work received in the ICHR under Clause 2 shall be sent to an Expert, with the request that his assessment and recommendations be sent to the ICHR within two months.
 - (b) Upon receipt of assessment and recommendations from the Expert, these along with the application shall be placed before the Research Projects Committee whose decision about the award shall be final.
 - (c) The typescript/manuscript of the work received under Clause 2 shall be returned to the applicant after the Research Projects Committee has taken its decision under sub-clause (b) while taking due care, the ICHR shall not be held responsible for loss of the typescript/manuscript in transit.
 5. The maximum amount of subsidy awarded on applications made under Clause 2 shall be half (50%) of the cost of production of the work subject to a maximum of Rupees Thirty thousand (Rs. 30,000/-). The grant shall lapse if it is not availed of within two years from the date on intimation, but the Research Projects Committee may grant renewal upon application being made.

Provided that in case of a work where because of length, illustrations, maps, etc., the expenditure on printing is likely to be very high, the Research Project Committee may decide to award a subsidy exceeding the maximum above specified, but subject to a ceiling of Rupees One lakh (Rs.1,00,000)
 6. On award of subsidy under Clause 4, the applicant shall be required to enter into an agreement with a reputed publisher for the publication of the book and to inform the ICHR accordingly. Thereafter the ICHR shall directly convey to the publisher the decision to award the subsidy and the terms on which the subsidy would be paid in conformity with these Rules.
 7. The following text, or text of the same purport, shall be prominently printed on the verso of the inner title page of the book for which subsidy is awarded under Clause 1:

“The publication of this book has been financially supported by the Indian Council of Historical

Research. The responsibility for the facts stated or opinions expressed is entirely of the author and not of the ICHR.”

8. The print run of any book awarded a subsidy should not be less than five hundred (500) copies. But in case the author wants a smaller print run for special reasons, permission may be accorded by the Chairman at his discretion.
9. After printing the book the publisher shall submit to the ICHR a dummy copy of the complete book including the laminated jacket along with the details of the actual cost of production in the proforma prescribed by the ICHR, for obtaining approval of the price by the Member Secretary, the price not to exceed five times the unit cost of production.
10. The price approved by the ICHR under Clause 9 shall be printed on all copies of the book, which shall be released in the market only on the basis of the said price.
11. After the price has been fixed and the publisher has provided the ICHR with twenty copies, the ICHR shall pay the entire amount of subsidy determined under Clause 5 and calculated on the basis of information received under Clause 9.

Provided that in case of a work printed at high cost or where the ICHR subsidy forms a relatively small part of the cost of production, the number of complimentary copies required to be given to the ICHR may be reduced to ten, upon approval of the Research Projects Committee or of the Chairman acting on its behalf.

12. If, at any stage, it is found that a book is sold in the market at a price higher than what was fixed by the ICHR, the publisher concerned may not only be required to refund the entire amount of grant to the ICHR, but may also be barred from taking up the publication of any other book sponsored by the ICHR or receiving any kind of subsidy from the ICHR.
13. Notwithstanding anything contained in the preceding clauses of this chapter, the Research Projects Committee may award a publication subsidy on the basis of the expert’s opinion to the editors or publishers of a periodical publication, that is, a journal published annually or at shorter intervals or proceedings of a conference held annually or once in two years, upon application made by the said editors or publishers.

Provided that—

- (a) To be eligible for the grant, the periodical publication should contain extensive material on History, the material printed in it should be of high academic quality and carefully edited, and the print-run should ordinarily be of at least five hundred (500)copies;
- (b) The subsidy shall ordinarily be awarded for a particular year of publication, notwithstanding the fact that a journal may publish issues at shorter intervals; but no subsidy shall be awarded for a year in which, or for which, no publication is issued;
- (c) The subsidy awarded in or for any one year shall not exceed Rupees One lakh (Rs. 1,00,000), except in the case of the proceedings of the annual sessions of the professional organizations of historians of national/international repute where the ceiling shall be Rupees One lakh fifty thousand (Rs. 1,50,000), and shall be payable directly to the editors or publishers of the periodical publication; However, in the case of Indian History Congress, the RPC may consider to raise the quantum of publication grant on a request from the organizer.
- (d) The Research Projects Committee shall be furnished with an opportunity to inspect copies of the latest available issues of the periodical publication, when deciding on the award;
- (e) The assessment and recommendations of an Expert shall be obtained and placed before the Research Projects Committee when the award of the subsidy to a periodical publication is being considered for the first time, and the subsidy contemplated exceeds Rupees Fifteen thousand (Rs.15,000);
- (f) The Research Projects Committee may maintain, increase or reduce the amount of subsidy

at every renewal of the annual subsidy, especially keeping in view the requirements of proviso (a), and it may, where necessary, make use of the assessment and recommendations of an Expert for the purpose; and

- (g) Up to twenty (20%) per cent of subsidy may be withheld pending receipt of at least seven copies of the subsidized issues published, together with the statement of expenditure.
- (h) The rate of enhancement of subsidy should not exceed ten per cent (10%) per annum over the previous grant to the periodical publications (like journals) published annually or at shorter intervals in order to maintain uniformity in allocation of subsidy.
- (i) An undertaking from the editors/publishers of periodical publications will be obtained that the subsidy granted by the ICHR was specifically used for the purpose for which it was given. It will be mentioned in the utilization certificates submitted by them.

Chapter VII

SEMINARS/WORKSHOPS/ CONFERENCES OF PROFESSIONAL ORGANIZATIONS OF HISTORIANS

1. (a) The Research Projects Committee may award grants for seminars, workshops or academic conferences concerned with specific themes of History to individual scholars as coordinators who apply in accordance with the proforma contained in Annexure XII, the amount of grant in each case not to exceed Rupees Five lakh (Rs.5,00,000/-) and to be paid through the host institution deemed to be the institution of affiliation.

(b) An application received under sub-clause (a) may be directly placed before the Research Projects Committee; or it may first be referred to an Expert, in case the Member Secretary so decides, and then placed before the Research Projects Committee along with the recommendations of the Expert.
2. Notwithstanding anything contained in Clause 1, the Research Projects Committee may assign the organization of a seminar or workshop, held at its own instance or under a scheme approved by it or by the Council, to a scholar as coordinator and an institution (deemed to be the institution of affiliation) under terms (including the amount of funding which may exceed Rupees Fifty thousand) to be determined for each seminar or workshop, or under general guidelines approved by the Research Projects Committee for seminars or workshops under particular schemes.
Name, Designation, and bio-data of the Coordinator must be provided.
3. The Research Projects Committee may award grants preferably to registered academic and professional organization of historians (including organizations which, if not exclusively concerned with teaching and research in History, include the teaching or research in History as a significant part of their objectives) at national, regional, state and local levels, to enable them to organize their annual or periodic conferences, symposia, etc., the payment of the grant being made directly to the duly authorized office bearers of the organizations.

Provided that—

- (a) With exception to Indian History Congress the grant for the annual conference of any organization shall not exceed Rupees Two lakh (Rs.2,00,000/-).
- (b) An organization set up on predominantly religious, communal, caste or tribal lines shall not be eligible for grant; but this shall not preclude the history of religious communities, castes or tribes being adopted as subjects of research or discussion by organizations receiving grants under this clause.
- (c) The organization concerned should apply in accordance with the proforma contained in Annexure IX.
- (d) The Coordinators of Seminar/Workshop should provide the names of the prospective resource persons along with the provisional titles of their paper/talks proposed to be presented at the Seminar/Workshop at the time of the submission of the application for grant.
- (e) The Coordinators of the Seminar/ Workshops will be instructed not to spend any amount from the grants for the purchase and distribution of bags etc. Emphasis should be given to the enrichment of the academic content of the seminar/workshop.

- (f) The Coordinator/institution is expected to submit the required documents after holding the seminar. In case accounts are not settled and submission of utilization certificate (UC) and required papers are delayed by more than two years, such coordinator/institution shall be debarred from applying for the grants in future.
- 4 An amount not exceeding 80% of the sanctioned grant shall be released in advance after compliance by the coordinator with the relevant requirements indicated in the sanction letter.
- 5 (a) Twenty percent of the grant due to be released to the coordinator of a seminar, workshop, or academic conference under Clause 1 or 2, or to an organization for its conference under Clause 3 shall be withheld until the full statement of expenditure together with a detailed report of the said meeting, from the coordinator of organization, as the case may be, is received, the report to contain full particulars of names of participants, papers presented, lectures delivered and discussions held, together with copies of the papers presented and the reading material distributed.
- (b) In all such cases where the Seminar/Conference/Workshop has already taken place prior to the meeting of the RPC, the respective coordinator(s) should be requested to submit a detailed report of the meeting alongwith (a) the Utilization Certificate (b) Statement of Accounts duly attested by the Finance Authority of the concerned Institution dealing with finance and (c) list of the participants alongwith copies of their papers presented. The full sanctioned grant should be released only after compliance of the above.

Chapter VIII

AMENDMENT, REMOVAL OF DIFFICULTIES, SUPERSESION OF EARLIER DECISIONS, INTERPRETATION, PUBLIC ACCESS

1. The Research Projects Committee may, by a simple resolution passed at any of its meetings, amend any part of these Rules, including the Annexures, whereafter the amendment shall come into effect from the date of the meeting, unless otherwise provided for in the amendment. Provided that—
 - (a) an amendment of the Rule which in any way affects the powers and functions of the Council shall not come into effect without approval of the Council; and it shall, if approved by the Council, be effective only from the date of such approval, unless another date for its coming into effect is specified in the amendment; and
 - (b) the Council may by a simple resolution amend these Rules, or modify an amendment proposed by the Research Projects Committee under the preceding proviso, such amendment or modified amendment to come into effect from the date of the meeting of the Council, unless otherwise provided for in the amendment.
2. If in a particular case it should appear that certain provisions of these Rules are mutually inconsistent, or cannot be implemented owing to certain special circumstances, or, if implemented, may cause undue hardship or difficulty, the Chairman may, for reasons to be recorded by him, *suspend the operation of provisions of these Rules in a particular case or a particular set of the Research Projects Committee, which may decide to confirm the suspension by an appropriate amendment of these Rules or to terminate it.*
3. (a) These Rules supersede all previous decisions of the Research Projects Committee to the extent that such decisions are inconsistent with these Rules.
 - (b) Should it transpire that any provision of these Rules are inconsistent with any decision of the Council, the latter shall prevail, until the Council shall have accorded its approval to these Rules, whereafter any previous decisions of the Council inconsistent with these Rules shall stand superseded.
4. (a) Notwithstanding anything contained in Clause 1, Annexures to these Rules may also be amended by the Chairman who shall then report the amendment to the Research Projects Committee.
 - (b) Should there appear any inconsistency between the provisions of any clause of these Rules and anything contained in the said Annexures, the former shall prevail.
5. Should any dispute about interpretation of these Rules arise, the interpretation given by the Chairman shall be followed.

Provided that any person aggrieved by the said interpretation may represent to the Research Projects Committee whose decision in the matter shall be final.

6. A copy of these Rules, with all amendments made therein from time to time, shall be kept in the Library of the ICHR, to be made available to public during working hours. These may be accessed at our website: ichrindia.org.