

Internal Quality Assurance Cell (IQAC)
Central University of Haryana
Mahendergarh (Haryana)



Policy
for
Sponsored Projects from
Non-Government Agencies



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Policy for Sponsored Projects from Non-Government Agencies

1. About the University

The Central University of Haryana (CUH), established under the Central Universities Act, 2009, is a premier institution of higher education located at Mahendergarh, Haryana. The University offers multidisciplinary programs across sciences, engineering, humanities, social sciences, and allied fields, with a strong emphasis on research, innovation, and societal impact.

CUH has developed research capabilities in areas including biotechnology, microbiology, environmental sciences, materials science, and interdisciplinary domains, supported by qualified faculty, laboratories, and research infrastructure.

The University aims to strengthen industry–academia collaboration, to promote translational research, technology development, and commercialization of knowledge. Moreover, collaboration with industry, NGO etc is also the need of the hour.

2. Sponsored Research

Sponsored research refers to structured, outcome-oriented research undertaken by the university on behalf of an external sponsor such as industry, Public Sector Undertakings (PSUs), or NGOs under a formal agreement. In such projects, the sponsor provides financial support for clearly defined research objectives, deliverables, timelines, and milestones, while the university, through its faculty as Principal Investigator or any other nomenclature agreed by the sponsor and the University, executes the scientific work using its expertise and infrastructure. Unlike consultancy, sponsored research primarily focuses on generation of new knowledge, processes, products, or intellectual property, often leading to innovation and technology development. These projects are governed by agreed terms on funding, intellectual property rights, confidentiality, publication, and liability, ensuring a balance between academic freedom and sponsor expectations, and facilitating effective industry–academia collaboration for translational research and societal impact.

To facilitate structured engagement with external stakeholders, CUH establishes this policy for Industry/PSU/NGO etc. Sponsored Research Projects, providing a transparent, accountable, and time-bound framework. In order to encourage the mainstreaming of such sponsored research at Central University of Haryana, the University endeavours to make a humble beginning with the understanding that the policy may be reviewed and modified based on the learning and experiences of a few successful sponsored research projects.

This policy excludes consultancy projects, which are governed separately.

3. Scope of the policy

This policy applies to:

3.1 Types of Sponsors

- Private industries and startups

- Corporate entities
- Public Sector Undertakings (PSUs) (e.g., IOCL, IFFCO, ONGC, NTPC etc)
- NGOs, foundations, and international organizations/agencies etc.
- Any other entity with the permission of the Vice-Chancellor

3.2 Types of Projects

- Sponsored research with defined deliverables or Product/process/design development
- Validation and scale-up research
- Any other type of sponsored project like conducting surveys, framing policies etc.

3.3 Nature of Engagement

- Fully funded projects by sponsor
- Jointly funded collaborative research with CUH
- Multi-institutional industry-linked projects

4. PI for Sponsored Research Projects

- There shall be a Principal Investigator (PI) (or any other nomenclature agreed by the sponsor and the University) for every sponsored research project, who shall be responsible for the scientific, technical, and financial execution of the project.
- The PI shall be a regular full-time faculty member of the Central University of Haryana.
- In addition to the PI, one or more Co-Principal Investigators (Co-PIs) may be associated with the project, depending on its multidisciplinary/interdisciplinary nature and requirements.
- The PI should:
 - Have adequate research experience and competence to execute the project;
 - Ensure availability of necessary infrastructure and facilities, either within the University or through approved collaboration.
- In exceptional cases, a contractual faculty / adjunct faculty / PDF may be permitted to act as Co-PI or advisor, subject to approval of the Competent Authority, but the PI must be a serving regular faculty member.
- A faculty member shall not undertake such sponsored research project as PI if:
 - It adversely affects his/her teaching, or other assigned responsibilities;
 - There exists a conflict of interest, unless disclosed and approved.
- In case of transfer, resignation, or inability of the PI to continue, the Co-PI will execute the project or a new PI shall be appointed with the approval of the Competent Authority in consultation with the sponsoring organization.

5. Sponsored research proposal initiation and management

- A faculty member intending to undertake such sponsored research project shall initiate the proposal in consultation with the sponsoring organization or in response to an identified research need.
- A sponsor may also approach the University with a request for sponsored research indicating the faculty they would like to entrust the contractual research work.
- A sponsor may also approach the University with a request for sponsored research without identifying any faculty. In such a case the Vice-Chancellor of the University may entrust a faculty member as PI for such sponsored research project.
- The Principal Investigator (PI) shall prepare a detailed project proposal including scope of work, objectives, methodology, deliverables, timelines, budget, and expected outcomes.
- The proposal shall ordinarily be submitted through the Head of the Department to the Research & Development (R&D) Cell of the University in the prescribed format (Attached as annexure 1). In exceptional circumstances, the proposal may also be sent directly to the Vice-Chancellor by the PI.
- The R&D Cell shall forward the proposal for approval of the Competent Authority within three working days.
- Upon approval, a formal Agreement/MoU shall be executed between the University and the sponsoring organization, clearly specifying scope, deliverables, financial terms, intellectual property, confidentiality, and other conditions (Draft agreement attached as annexure -2).
- No such sponsored research project shall commence until the Agreement/MoU is duly signed and, wherever applicable, initial funds are received from the sponsoring organization.
- The PI shall coordinate with the Finance Section for opening of a separate project account/head for such sponsored research projects.
- The PI shall be responsible for the scientific execution, progress monitoring, and timely completion of the project in accordance with the approved proposal and agreement.
- All communications with the sponsoring organization, including submission of reports, deliverables, and financial statements, shall be done by the PI with a copy to the R&D cell.
- Any modification in scope, duration, budget, or other terms of the project shall be undertaken with the consent of the sponsoring organization and the same shall be intimated to the R&D cell.
- The PI shall ensure submission of periodic progress reports, financial statements, and other documents as required by the sponsor.
- On completion of the project, the PI shall submit the final technical report, Utilization Certificate, Statement of Expenditure, and other required documents for formal closure of the project.

Budgetary Norms

S. No.	Particulars	Amount (₹)	Remarks
1	Total Project Cost (TPC) excluding tax	X	As per approved agreement with sponsor
2	Actual Expenditure Proposed	Y*	As declared by PI at the time of project approval
3	Balance Amount/Overhead (X-Y)	Z	Should be at least 10 % of X
4	Share of PI / Project Team	75 % of Balance Amount Z	Share of individual team member to be decided by the PI
5	Share of University	25% of Balance Amount Z	Credited to University funds
6	Statutory Deductions (if any)	As applicable	Income tax / other deductions before disbursement

*Including expenditure incurred by CUH

6. Documents to be maintained

A separate project file shall be maintained for such sponsored research project by the Principal Investigator (PI) to maintain the following

- I. Approved project proposal along with detailed budget and cost breakup
- II. Approval of the Competent Authority, signed Agreement/MoU and all pre-sanction correspondence with the sponsoring organization
- III. Fund release details, receipts of funds, project account details, periodic progress reports, Research data, laboratory records, and technical outputs generated during the project, UC and SOE shall be properly recorded.
- IV. All procurement-related documents including purchase requisitions, approvals, quotations, comparative statements, purchase orders, invoices, and payment vouchers etc.

7. General Rules

- Such sponsored research projects shall be undertaken only after obtaining prior approval of the competent authority of the University through the prescribed procedure.
- The sponsored research project shall not adversely affect the teaching and administrative responsibilities of the Principal Investigator (PI) and other associated faculty members if any.
- The total annual income of a PI or any single team member from the contractual project work shall not exceed his/ her total Salary for 06 months in a financial year.
- Normally the agreed cost of such sponsored project is to be deposited by the sponsor, in full, before the project commences. However, in cases where the project work is started with only partial charges deposited in advance, the arrangements of subsequent

receipt of funds from the sponsor must be clearly spelled out in advance in the agreement/MoU. The final report of the project work shall be released subject to the full agreed payment of the total project cost.

- All such sponsored research projects shall be executed strictly in accordance with the terms and conditions specified in the approved Agreement/MoU with the sponsoring organization.
- The project shall be undertaken with clearly defined objectives, deliverables, timelines, and milestones, and efforts shall be made to ensure time-bound completion.
- All funds received for the project shall be routed through the University accounts and utilized strictly as per the approved budget and financial norms of the University.
- Expenditure shall be incurred with due diligence, ensuring transparency, financial prudence, and proper maintenance of records.
- Procurement of equipment, consumables, and services shall be carried out through a duly constituted Project Purchase Committee; following General Financial Rules (GFR).
- Any equipment/software etc. purchased from the project grant will be property of the CUH/department after the project is completed with PI having the first right of use unless specified in MoU/agreement.
- Any intellectual property generated during the project shall be governed by the provisions of the project specific agreement/MoU. The PI shall disclose any potential IP to the University IPR cell promptly.
- Confidential information received from the sponsoring organization shall be treated as strictly confidential and shall not be disclosed without prior written consent, except as required by law.
- Any conflict of interest shall be disclosed by the PI at the time of submission of the project proposal or as and when it arises during the project.
- Use of University name/logo for commercial or promotional purposes by sponsor shall require prior written approval of the competent authority of the University.

8. Monitoring, Evaluation, and Grievance Redressal

Being a sponsored research project, it is obvious that the sponsor and the PI will work in close coordination for timely and speedy execution of the project. However, if the need arises, the R&D Cell may monitor project progress through periodic reviews. Annual reporting on such sponsored research outcomes (projects, funds, IP, publications) shall be submitted to the R&D Cell. Any disputes (e.g., between PI and sponsor, or internal) shall be resolved through the R&D Cell, with escalation to Vice-Chancellor if needed; or as mutually agreed in the MoU/agreement with the sponsor.

10. Risk Management and Liability

The Central University of Haryana shall not be held responsible for the commercial performance, scalability, or regulatory approval of products, processes, or technologies

developed under such sponsored research projects. The sponsoring organization shall indemnify the University, its faculty, and staff against any third-party claims, damages, or liabilities arising from the use or commercialization of the research outcomes. The PI shall ensure that all potential risks, including safety, environmental, and ethical risks, are duly identified and mitigated prior to the commencement of the project.

11. Ethics, Regulatory and Compliance Requirements

All such sponsored research projects shall strictly adhere to applicable ethical, regulatory, and statutory requirements. Where necessary, prior approvals shall be obtained from Institutional Ethics Committees (IEC), Institutional Animal Ethics Committees (IAEC), Biosafety Committees, or any other relevant regulatory bodies. The PI shall ensure compliance with national guidelines issued by agencies such as ICMR, DBT, and CPCSEA. Proper standards of research integrity, data accuracy, and avoidance of plagiarism shall be maintained throughout the project.

12. Amendments/ revision

The guidelines/formats/forms may be revised from time to time to incorporate the necessary changes, with the permission/ approval of the competent authority, if any. The stakeholders of the University may propose/suggest amendments/ revision to the R&D cell of the University for consideration.

13. Disclaimer

This “Policy for Sponsored Research Projects from Non-Govt Agencies” of the Central University of Haryana (CUH) is intended to provide a general framework for the management and execution of industry/PSU/NGO-sponsored research projects. While every effort has been made to ensure clarity, transparency, and alignment with prevailing norms and best practices, the provisions outlined in this policy are subject to modification based on specific project requirements, sponsor conditions, and directives issued by competent authorities of the University from time to time.

Note: Notwithstanding what is contained in the policy, the decision of the Vice-Chancellor on any matter pertaining this policy will be final and binding.