

# Mahatma Gandhi National Council of Rural Education

## Department of Higher Education

Ministry of Education

Government of India

### Guidelines of MGNCRE Post-Doctoral Fellowship(PDF)

#### 1. Introduction

1.1 The main objective of MGNCRE Post-Doctoral Fellowship(PDF) is to encourage and retain young Indian Social Science scholars who have completed their Ph.D. and wish to pursue a regular career in teaching and research. They should have a high potential and promise for conducting full time research on specific themes and issues ***concerning to rural areas covering major area of Rural Engagement of Higher Education Institutions (Including coverage of Rural Management and Vocational Education)***. These studies are expected to contribute to theoretical and conceptual advancement in different disciplines; help to generate field work based empirical data and contribute towards policy making.

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

- a) **Social Work(Social Entrepreneurship and Rural Engagement)**
- b) **Management/Rural Management(Rural Entrepreneurship)**
- c) **Teacher Education(Vocational Education and Skilling)**

#### 2. Eligibility

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

2.2 The scholar must possess Ph.D. degree in any of the relevant disciplines mentioned above, at the time of application.

2.3 A fellow must affiliate himself/herself to University/Institution of national importance, approved by Ministry of Education (MoE/Government Research Institutes/Public Funded Indian university including deemed university/college having approved Ph.D. programme and requisite research infrastructure of his/her choice. Funds are disbursed through the affiliating/administering institution.

2.4 The selected fellow has to work under the guidance of a senior **Academician** (not below Associate Professor with sufficient research supervision experience and publications). The supervisor should not be superannuated and must be in regular employment at the time of application and should belong to the affiliating institution. In case of inter-disciplinary proposals, the supervisor should have proven expertise in the area of research proposed by the scholar. The selection of the supervisor is subject to the approval of the MGNCRE.

#### 3. How to apply

3.1 Applications will be invited through open advertisement on MGNCRE website, University News/Print Media and should be received before the deadline mentioned in the advertisement.

3.2 The candidates shall submit application on email which includes the Action Research Proposal Format, namely, 'Section IV: Details of Action Research Proposal' given in the application form. Proposal should be submitted in the given proforma only.

N.B. At this stage, the candidates need not submit any document other than those referred in the application form.

All scholars are required to keep the hard copy of their application and annexures ready, duly forwarded by the competent authorities of the university/institution so that they may submit the required hard copies, on demand, within one week after the completion of screening process. It is being done for the sake of convenience of the applicants so that they get more time for preparing the hard copies.

In case, the hard copy of application is not received within 10 days of asking, the candidature of applicant shall be treated as withdrawn/cancelled.

3.3 The Research proposal should be either in English or Hindi (Use Devanagari format to fill form in Hindi).

3.4 One applicant can submit only one application under Post-Doctoral Fellowship scheme. However, he/she can apply separately for another scheme.

#### **4. Procedure for the Award**

4.1 Applications are initially scrutinized by the MGNCRE.

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

4.3 The short-listed applicants are then invited for an interaction/presentation before an Expert Committee.

4.4 After interaction, the Expert Committee/s makes recommendation for the award by the MGNCRE.

#### **5. Duration and Value**

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

5.2 The duration of the fellowship is strictly for one year.

5.3 The value of the fellowship is Rs.75,000 per month.

## **6. Joining & Release of Fellowship**

6.1 The scholar has to join the fellowship within one month of the date of the award letter by submitting all required documents through the affiliating/administering institution. This may be extended by the MGNCRE up to another 2 months in exceptional circumstances with the prior approval of MGNCRE.

### **6.2 Release of Fellowship:**

**Fellowship will be released based on monthly progress report as per the commitment, submitted through the supervisor.**

- **Monitoring and documentation of Rural Engagement/ Rural Management/ Rural Entrepreneurship/ Vocational Education and Skilling /Social Entrepreneurship efforts in the region.**
- **Promoting and documenting Annual Conference / Seminar /Workshop on Social Entrepreneurship/Rural Engagement/ Rural Management/ Vocational Education and Skilling efforts in the region.**
- **Promotion of participation in, and documentation of Faculty Development Programmes organized by MGNCRE in Social Entrepreneurship/Rural Engagement/ Rural Management/ Vocational Education and Skilling efforts in the region**
- **Any other academic work assigned by MGNCRE**

6.3 The overhead charges to the public funded affiliating institution will be released only after submission of the final report through the supervisor.

## **7. Monitoring of Fellowship**

7.1 Regular monitoring of Fellowship is done on the basis of Monthly Progress Reports in the prescribed format submitted by the scholar. In case of delayed Progress Reports by over three months, the scholar will be required to give the justification of the delay through the supervisor, on which the final decision shall be taken by the MGNCRE. The scholar may be asked to furnish an Undertaking specifying the date of final report submission to the MGNCRE.

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

7.3 The MGNCRE may ask for quarterly presentation/ appraisal of the research work.

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

7.5 Acknowledgement -- The scholars should acknowledge MGNCRE while getting their research paper published. The acknowledgement can ideally be in the following format:

**“The scholar (name of the scholar) is the awardee of MGNCRE Post-Doctoral Fellowship. This book/paper is largely an outcome of the Post-Doctoral Fellowship sponsored by the Mahatma Gandhi National Council of Rural Education (MGNCRE). However, the responsibility for the facts stated, opinions expressed, and the conclusions drawn is entirely of the author”.**

**If there is a different policy at the end of the publisher, pre-publication acknowledgement may be sent to MGNCRE for approval.**

## **8. Completion of Fellowship**

8.1 Whenever, a fellow leaves the fellowship, he/she has to submit a detailed progress report of the work done with publications, if any, duly forwarded by the supervisor and the affiliating institution ensure to inform MGNCRE in this regard.

8.2 If, as a special case, a scholar remains on leave due to maternity/medical/extra ordinary circumstances (not to exceed six months) duly approved by the MGNCRE, the tenure of fellowship will be extended by that period but the total amount of fellowship will not exceed 12 months.

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

- A book-length final report in a publishable form along-with a Summary of the report (3000-4000 words) and published research papers.
- These documents should be submitted in hard copy (two copies of final report and five copies each of the Summary and research articles) and a soft copy in pen-drive.

8.4. Plagiarism -- MGNCRE gets every report checked for plagiarism and the similarity report is also generated. As a policy we do not accept contents beyond 15 per cent on similarity index. Scholars are required to get their final report checked on their own for similarity index and attach a report of the same at the time of submission. Scholars may enquire from MGNCRE about the software being used by it at any point of time to have greater efficiency.

## **9. Obligations of the Affiliating Institution**

9.1 The affiliating institution is required for this; the Council shall pay to the affiliating/administering institution overhead charges of seven and a half percent (7.5%) of the total Fellowship amount.

9.2 The affiliating institution is required to give an undertaking to provide the requisite research infrastructure to the scholar, in the prescribed format contained in the Application Form till the end of his/her research work.

9.3 The affiliating institution will be under obligation to ensure submission of the final report.

9.4 In case a scholar leaves /discontinues his fellowship/dies before completion of fellowship tenure, the affiliating institution shall inform MGNCRE, within one month.

9.5 The affiliating institution shall make suitable arrangements for preservation of data such as filled in schedules, tabulation sheets, manuscripts, reports, etc. relating to the study.

9.6 The MGNCRE reserves the right to demand raw data, or such part of it as may be specified, to be transferred to the MGNCRE.

9.7 The overhead charges shall be paid only after the completion of the fellowship and on receipt of the final report from the scholar through the research supervisor.

## **10. Conditions**

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

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

10.3 The MGNCRE reserves all rights to publish the fellowship report funded by it, provided the work is recommended for publication by Expert/Experts. The scholars can get it published themselves only after seeking permission from MGNCRE.

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

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

10.6 MGNCRE follows Government of India Rules & Directives with regard to SC, ST, women and persons with benchmark disability.

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

10.8 A fellow is not entitled for the same fellowship more than once.

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

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

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

(1) Satisfactory progress report;

(2) No objection certificate from both previous and the proposed university/institute;

(3) Consent letter along with C.V. of the new supervisor;

10.13 During the tenure of fellowship, the fellow will be governed by the rules of the affiliating/administering institution in all matters holidays/leave.

10.14 The selected fellows are expected to do full time research in India.

10.15 MGNCRE makes positive efforts to encourage less represented sections such as women, people belonging to Educationally Backward Areas/Districts, minorities, etc.

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

10.17 The final report submitted by the scholar will be considered satisfactory, only after its evaluation by the MGNCRE.

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

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

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

**10.21 The final authority related to the interpretation of the guidelines, release of fellowship amount or any other issue relating to PDF left out in these guidelines is vested with the MGNCRE.**

10.22 Those who have completed their duration of fellowship and if continue to write it with their name, they should prefix 'Former' and suffix 'the duration' with the name of the fellowship e.g., Former Post-Doctoral Fellow MGNCRE.

## Action Research Proposal Format

The complete format for research proposal consisting of the following contents/sections is a part of the Application Form, namely, *Section IV: Details of Research Proposal*. No research proposal or a section thereof needs to be submitted separately.

In all, the research proposal shall be in about 3,000 words comprising of the following sections:

- i. **Title of the Action Research Proposal:** The research proposal should have a clear, meaningful and confirmed topic reflecting the scope of the study.
- ii. **Abstract** of the proposed research proposal should be given (in about 200 words).
- iii. **Introduction:** The introduction should clearly state the research problem to be investigated in the light of its theoretical and/or empirical context in the relevant area (in about 400 words).
- iv. **Major Research Works Reviewed:** (National and International): Reviews of at least 15 to 20 significant national and international research works related to the proposed theme of research is to be given in this column (in about 300 words).
- v. **Identification of Research Gaps:** The scholar should summarize the current status of research in the area and major findings, including the researcher's own work in the area. Existing empirical findings may also be discussed. The overview should clearly demonstrate the inadequacies/ gaps in the existing findings or approaches and its relevance (in about 300 words).
- vi. **Objectives of the Study:** The general aim of the study along with the specific objectives to be accomplished, should be clearly stated (in about 100-150 words).
- vii. **Action Research Questions or Hypotheses:** Given the conceptual framework and the specification of dimension, the specific questions to be answered through the proposed research should be sharply formulated. In case of an explanatory research design, specification of variables and positing of relationship among them through specific hypotheses must be given (in about 150-200 words).
- viii. **Framework and methods proposed for research:** The researcher must describe in detail (a) the scope and coverage of his/her study; and (b) approach and methodology with adequate justification to conduct the research. The details of the methodology may include research design, data to be collected and empirical and analytical methods to be used. The description of the methodology must be clearly linked to the aims of the research and the research questions/hypotheses of the study (in about 300 words).
- ix. **Innovation/path breaking aspect of the research:** Here, the emphasis should be laid to spell out the innovativeness in approach and novel concepts that have been envisaged in the study (in about 200 words).
- x. **Proposed outcomes of the Study:** A brief note on the proposed plan of publications, during the course of research and after its completion, must be provided, The section should enlist the proposed outputs from the study in terms of publications in the form of research papers / articles in journals, particularly Scopus/ UGC's Care-listed journals, books, monographs, etc.) (in about 150-200 words).
- xi. **New data to be generated:** A note on deficiencies/inadequacies found in the existing data and description of the new data to be generated for the proposed research (in about 100-150 words).
- xii. **Relevance of the proposed study for policy-making:** A concise brief needs to be given on the significant contributions the research work expected to make to the theory and methodology on the subject as well as on policy making (in about 150 words).

- xiii. **Relevance of the proposed study for society:** A concise brief needs to be given on the significant contributions the research work expected to make to the society (in about 200 words)
- xiv. **Milestone set for the study for Quarterly Timelines:** A quarterly timeline during the fellowship is to be given for timely completion of the fellowship research work. Timelines must be set for each successive quarter and its completion to be followed for timely submission of the final report (in about 100 words).

**Forwarding Letter by the Affiliating Institution**  
(By Head of the University/College/Institution)

The In-charge,  
Mahatma Gandhi National Council of Rural Education  
Department of HE, Ministry of Education  
Shakkar Bhawan, Fateh Maidan Road,  
Hyderabad-500004

The \_\_\_\_\_ (Name of the organization) forwards the application of \_\_\_\_\_ (Name of the applicant) for MGNCRE Post-Doctoral Fellowship by the MGNCRE

We agree to provide basic research infrastructure and provide the material and managerial assistance for the Fellowship. If the scholar receiving the Fellowship leaves our institution to join some other institution after part of the sanctioned fellowship has been received, we would have no objection to the transfer of the fellowship to a new institution, if the MGNCRE approves it. The Institution, however, shall be responsible for informing the MGNCRE within one month of the scholar leaving the fellowship in case of the scholar leaves the fellowship before the scheduled time.

Signature of the Director of the Institute /  
Registrar/ Principal  
(with name and stamp)

Place:  
Date:

Name: \_\_\_\_\_  
Designation: \_\_\_\_\_

(Signature of the applicant)  
Name \_\_\_\_\_

## Forwarding Letter by the Supervisor of Post-Doctoral Scholar

The In-charge,  
Mahatma Gandhi National Council of Rural Education  
Department of HE, Ministry of Education  
Shakkar Bhawan, Fateh Maidan Road,  
Hyderabad-500004

I \_\_\_\_\_ (name of supervisor) hereby certify that I am working as  
\_\_\_\_\_ at \_\_\_\_\_.

I am an approved Ph.D./ PDF Supervisor of the Institute / University and have been supervising  
such Ph.D. / PDF research work for last \_\_\_\_\_ years.

I have so far supervised / guided \_\_\_\_\_ Ph.D. works and  
\_\_\_\_\_ PDF Research studies. Currently, \_\_\_\_\_ number of scholars  
are registered under my supervision for Ph.D. degree and \_\_\_\_\_ for  
PDF research Studies.

I have read the MGNCRE PDF **guidelines** and the **application details** of  
\_\_\_\_\_ (name of scholar) for Post-Doctoral Fellowship of Mahatma Gandhi  
National Council of Rural Education, Hyderabad.

I hereby verify the authenticity of all the details of the application / research proposal filled /  
submitted by him / her.

(Signature of the applicant)

Place:  
Date: \_\_\_\_\_

Signature of the Supervisor  
(with name and stamp)  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Official Address: \_\_\_\_\_