



**MARRI
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GROUP OF INSTITUTIONS

MLR Institute of Technology

Research Incentives & Financial Support



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VISION

To create and nurture competent Engineers and managers who would be enterprise leaders in all parts of the world with aims of reaching the skies and touching the stars and yet feet firmly planted on the ground – good human beings steeped in ethical and moral values.

MISSION

MLR Institute of Technology is committed to providing a positive, professional and conducive learning environment where all students are inspired to achieve their potential and strive for excellence in a global society as dignified professionals with the cooperation of all stakeholders.

POLICY FOR FINANCIAL SUPPORT TO TEACHING STAFF TO ATTEND FDPs, RESEARCH WORKS, CONFERENCES, WORKSHOPS, SEMINARS, SYMPOSIA AND MEMBERSHIP FEES

MLR Institute of Technology, Dundigal, believes that conducting research and striving for quality improvement in the teaching and learning process are instrumental in achieving excellence in the classroom. The field of education has witnessed substantial transformations on a national and global scale, leading to increased accessibility to learning opportunities. Consequently, educators are required to possess greater adaptability, flexibility, and diversity. By utilizing the well-structured Policy that offers financial support, internal faculty members can enhance their academic expertise through various platforms.

Policy Statement

The primary objective of this initiative is to support faculty members in enhancing their academic journeys. This objective is accomplished by providing financial aid to educators and motivating them to participate in seminars, symposia, conferences, workshops, and training programs both within India and internationally. This endeavor aims to facilitate the exchange of knowledge, foster academic development, promote collaborations, and establish networks. Furthermore, it contributes to the creation of a favorable environment for academic pursuits. The positive outcomes of these interactions and interventions are expected to enhance the professional and personal effectiveness of teachers, thereby leading to academic accomplishments at the institutional, individual, and student levels.

Objectives:

Financial assistance will be provided to all teaching faculty members for a range of activities including

- ✚ Attending seminars, symposia, conference workshops, refresher courses, PhD programmes, book publications, and training workshops both in India and abroad.
- ✚ Additionally, support will be given for international collaborations, exchange programmes, and internships.

- ✚ Faculty members will be encouraged to apply for travel grant funds, and programmes held in India and abroad will be made accessible to all teaching faculty.
- ✚ Financial assistance in the form of reimbursement of registration fees and DA/TA will be provided to encourage faculty members' participation in conferences and workshops for professional development. Professional development programmes, capacity building initiatives, faculty development programmes (FDPs), and management development programmes (MDPs) will also be supported.
- ✚ Training programmes for faculty members will be facilitated through collaborations with corporate partners and collaborators, both in India and abroad.
- ✚ Academic exchange programmes with reputable institutions will be arranged when necessary.
- ✚ Faculty members will be motivated to seek funding assistance for research, outreach/extension activities, and nationally recognized UGC programmes from various funding organizations.
- ✚ Training programmes and financial assistance will be offered to qualifying teaching faculty members for software and courses essential for the smooth operation of collaborative programmes.
- ✚ Career and skill capability enhancement programmes will be organized, and funds will be allocated at the departmental level for guest lectures, seminars, field visits, association events, joint activities, and outreach programmes. Staff training and development programmes will also be organized to enhance professional competency.

Policy Guidelines:

The following guidelines have been created in accordance with vision and mission of the institute.

- ✚ Professors are provided with financial assistance to enhance their intellectual capabilities by attending workshops, FDPs, and conferences.
- ✚ Funding for research initiatives, specifically those aimed at creating a positive societal influence, is provided through seed money.
- ✚ Financial aid is accessible, and it is highly encouraged for faculty members to participate in workshops, training sessions, and refresher programs.
- ✚ Incentives for research publications in reputed journals.

Grant/Aid Acquisition Procedure:

- ✚ For national conferences/seminars, it is necessary to submit applications to the Principal at least one week prior to the event.
- ✚ The Principal must receive the application for international events at least 45 days prior, along with an approved alternate teaching plan from the corresponding Head of Department. Additionally, the faculty member should ensure that the students' teaching hours remain unaffected.
- ✚ The Research Advisory Committee (RAC) scrutinizes the applications for their relevance and need.
- ✚ The principal's decision is final if there are multiple applicants from the same department.
- ✚ If a research paper is published in a reputed journal, the incentive can be claimed by submitting Plagiarism report along with published paper details and any fees paid receipts.

Submission of Proofs:

- ✚ The staff member is required to submit a comprehensive report along with the receipts for reimbursement.
- ✚ The expenses incurred will be refunded upon submission of the original copies of air travel tickets, visa, boarding passes, attendance/participation certificates, statement of expenditures, and a concise report on the Seminar/Conference/Workshop/Proceedings.
- ✚ The respective department should be presented the learning experiences of any training programme attended by the staff within one week of their return.
- ✚ The Research Department must be provided with physical copies of participation certificates, best paper certificates, and any other pertinent certificates, while a digital copy should be uploaded onto the ERP system.