



No. 09/962-CD/UPUMS/IRC/2024-25

Date : 6/5/2025

CIRCULAR

Subject-New Research Proposals for intramural grant are invited:

New research proposals are invited from the permanent employee of this University for Intramural Research funded projects. Interested faculty members can submit the proposal as per the given format (attached). **Kindly refer to the SOP for principal investigator for research proposal submission under intramural grant (attached).** The last date for submission of completely filled research proposals is **04 March, 2025**. MS Word files of all the forms are being provided, kindly use only MS Word files for filling the forms by typing and no handwritten forms will be accepted.

Kindly submit **single hardcopy and a softcopy** of following documents in given order-

1. Covering letter
2. Recommendation and Minutes of DRC meeting
3. Proposal on prescribed Proforma for intramural funded projects
4. Form for Ethical clearance
5. Patient Information sheet (Both English and Hindi)
6. Patient informed consent Form (Both English and Hindi)
7. Case Proforma as per study

"Guidelines, SOPs, and Proformas for research activities of UPUMS, Saifai-2023" is available on the website of the Institute.

Softcopy of all the documents is to be sent as single PDF file on researchcell.upums@gmail.com

For any query kindly contact in Room No. 333, Admin Block 2nd Floor Research cell.

Enclosures: (Also available on the website of the Institute and sent on email of all HOD's as 03 PDF documents and 02 MS Word Files)

1. SOP for intramural funded projects. (01 PDF file)
2. Proforma for intramural funded projects. (both PDF and MS Word File)
3. Form for ethical clearance (both PDF and MS Word File)

(Dr. Savita Agarwal)
Faculty In-charge
Research Cell

Copy to following for information and necessary compliance:

1. All Deans (Medical, Dental, Pharmacy, Paramedical and Nursing by email)
2. Finance Officer.
3. All Members of the IRC.
4. All HOD's by email.
5. Medical Superintendent.
6. Member Secretary IEC.
7. I/c CAC to upload this circular on University Website.
8. PPS for perusal of Hon'ble Vice Chancellor.
9. P.A. to Registrar.
10. Notice Board.

(Dr. Savita Agarwal)
Faculty In-charge
Research Cell