



राष्ट्रीय मानवाधिकार आयोग
**National Human Rights
Commission**

**Manav Adhikar Bhavan, Block- C,
INA, New Delhi-110023**

Email: sro-nhrc@nic.in

Website: www.nhrc.nic.in

**Invitation for Expression of Interest for Research
Projects**

NHRC, a statutory body constituted under the Protection of Human Rights Act, 1993, invites Expression of Interest (EoI) from reputed research institutions, universities, Trusts, NGOs devoted to the espousal of the cause of human rights, for undertaking research projects/ studies on specified human rights themes/ thrust areas. For details about the eligibility, themes/ thrust areas, application format, research guidelines etc., please visit our website www.nhrc.nic.in

The eligible institutions/organisations may submit the proposal online in the prescribed format to the Consultant (Research) on the email ID <sro-nhrc@nic.in>

The last date of submission of the research proposal is 11th December 2025.

National Human Rights Commission

Manav Adhikar Bhawan
C Block, GPO Complex,
INA, New Delhi - 110 023

Invitation for Expression of Interest for Research Projects

The National Human Rights Commission (NHRC), a statutory body constituted under the Protection of Human Rights (PHR) Act, 1993, invites research proposals, focused on applied research or field research, which will facilitate the protection and promotion of human rights across the country. The aim is to utilise research findings into action points to protect and promote human rights - civil and political as well as economic, social and cultural rights of all - particularly marginalised and vulnerable sections of society.

The Commission invites Expression of Interest (EOI) from reputed research institutions, universities, reputed NGOs devoted to the protection and promotion of human rights, for undertaking research projects on the thrust areas/ themes listed below -

I. Thrust areas/ Themes of Research Projects:

1. Rehabilitation of Victims of Human Trafficking	
Focus Area	Research Objectives
• Factors influencing rehabilitation needs and experiences of trafficking survivors. • Compare different models of victim compensation schemes implemented across jurisdictions and analyse the effectiveness of monetary compensation versus non-monetary support. • Evaluate the accessibility of compensation schemes to trafficking survivors. Study awareness levels among survivors and service providers regarding available compensation options. • Rehabilitative needs of victims beyond monetary compensation such as health and mental health services, vocational and employment prospects. • Identify the existing mechanisms for institutional collaboration in the rehabilitation of trafficking survivors.	• To examine how factors such as gender, age, ethnicity, socioeconomic status and immigration status, influence the rehabilitation needs and experiences of trafficking survivors. • To investigate the implementations of various victim compensation schemes. • To develop recommendations for providing improved services, establishing effective mechanisms to augment institutional collaboration and adopting holistic strategies for the rehabilitation of trafficking survivors.

2. Children of Imprisoned Parents* (Children beyond the age of 6 years not living with their mothers in prisons)	
Focus Area	Research Objectives
• Understanding effects (mental, sociological, emotional etc.) of imprisonment on the children who have spent the first 6 years of their lives with their mothers in prison. • Finding out the present conditions of these children and whether they benefit from any schemes formulated for them by specific states. • Identifying violations of human rights in this category of children. • Understanding how collaborations with various organisations can help protect the rights of these children, thus contributing to their welfare. • Formulation of a blanket policy for the welfare and protection of the rights of the children of imprisoned parents.	• To gauge the present conditions of the children of prisoners living outside prisons. • To understand the effects of imprisonment on these children. • To formulate recommendations for the welfare and benefit of children of imprisoned mothers/ fathers/ parents.
3. Dignity Denied: The Perpetuation of Manual Scavenging	
Focus Area	Research Objectives
• Analyse the effectiveness of existing legislations. • Check the status of ‘complete ban of manual scavenging’ as per 2013 Act. • Identify gaps in implementation and enforcement. • Investigate the adoption and impact of mechanized cleaning equipment for septic tanks and sewers. Explore the affordability, training needs and maintenance of these equipments. • Study successful programmes for rehabilitation of manual scavengers, including skill development, alternative employment opportunities and financial aid. • Provide a comprehensive analysis of the challenges faced by manual scavengers in India. • Focus on gender disparity, health risks, ineffective identification and support mechanisms and governance issues.	• Identifying and investigating the socio-economic factors contributing to the persistence of manual scavenging, such as poverty, caste discrimination and lack of alternative livelihood opportunities. • Evaluating and analysing the effectiveness of existing laws, policies and interventions aimed at eradicating manual scavenging and improving the living conditions of sanitation workers. • Exploring solutions, researching and proposing technological innovations/ mechanised alternatives to manual scavenging practices including how to improve their acceptability/ ensure their widespread adoption.

Propose actionable recommendations for policy improvements and targeted interventions.	
4. Addressing the Rise of Violence among the Elderly of India- Navigating Causes, Challenges and Solutions	
Focus Area	Research Objectives
- To examine the prevalence and nature of elder abuse across India, disaggregated by factors like age, gender, socioeconomic status and location. - Identify risk factors and vulnerabilities that increase the risk of abuse, such as social isolation, financial dependence, family dynamics and dependence on caregivers. - Evaluate existing legal and policy frameworks including the Maintenance and Welfare of Parents and Senior Citizens Act, 2007 and the National Programme for Older Persons (NPOP), in protecting elderly people and identifying areas for improvement. - The study may propose concrete recommendations to stakeholders for strengthening legal framework, improving social support systems to identify and address elder abuse.	- Conducting surveys and gathering primary data to understand the true extent and forms of elder abuse across India, disaggregated by factors like age, gender, socioeconomic status and location. - Explore factors that increase the risk of abuse, such as social isolation, financial dependence, family dynamics and dependence on caregivers. - Assess the effectiveness of current laws and policies, including the Maintenance and Welfare of Parents and Senior Citizens Act, 2007 and the National Programme for Older Persons (NPOP), in protecting elderly people and identifying areas for improvement. - Propose concrete recommendations for strengthening legal framework, improving social support systems, raising awareness of concerned stakeholders to identify and address elder abuse.
5. Water and Sanitation: Sustainability and Human Rights	
Focus Area	Research Objectives
- Community-based water conservation models and sanitation as a human right. - Urban Development Schemes that cater to water conservation/ rainfall management and solutions for dealing with India's water scarcity. - The address of Human Rights component in sanitation schemes like the Swachh Bharat Abhiyan. - Water Contamination as a threat to Human Rights. - India's progress towards achieving SDG 6 of the United Nation's Sustainable Development Goals.	- Checking status of compliance regarding existing schemes on water conservation and finding out their actual efficacy. - Understanding local practices/ models on water conservation that might not have been discussed widely, which may be incorporated into further policies. - Understanding ground-level policy gaps in water and sanitation that are creating wider scope of improvement in this sector. - Uncovering pragmatic solutions to sanitation issues and recommending policy revisions. - Understanding the inter-linkage of human rights.

6. Human Rights of Sex Workers in India	
Focus Area	Research Objectives
• To study the existing legislative mechanisms that has a direct impact on the rights of sex workers. • To study the extent of discrimination faced by sex workers in their everyday lives including but not limited to stigma, ostracism, police harassment, access to other forms of employment, access to social welfare schemes, etc. • To understand the living conditions and issues faced by the sex workers and their family, especially their children. • An assessment of existing policies and rehabilitation schemes for sex workers. • Policy measures to improve their condition by allowing them access to education, other means of employment, social security and welfare, etc.	• Identify the challenges faced by sex workers in accessing their human rights including health, livelihood, education, access to social welfare services, etc. • Highlight the issues faced by family, specifically the children of sex workers. • Role of the state in protecting the rights of sex workers including legislation, reform, Supreme Court judgements. • Identify possible interventions to improve the living conditions of sex workers. • Provide an analysis of the various issues pertaining to rehabilitation of sex workers including existing initiatives by states, civil society, as well as the problems of reintegration into mainstream society. • Suggest ways to adopt a holistic approach to rehabilitate sex workers.
7. Impact of Extreme Weather events on Human Life in India	
Focus Area	Research Objectives
• What are the socio-economic consequences of heatwaves on marginalised and worker communities in India? • How do different demographic groups within urban areas experience and respond to heatwaves? • What are the existing adaptation strategies implemented by local governments, communities and individuals? • How effective are these strategies in reducing heatwave vulnerabilities and enhancing resilience? • Are human rights angles reflected in the SOPs adopted by various stakeholders?	• To understand what heatwaves are and the underlying causes behind them (i.e., to understand why and how they happen). • To understand their impact in the Urban areas. • To identify existing adaptation measures and their effectiveness in mitigating heat wave impacts. • To understand the human rights aspect of extreme weather events and incorporate rights perspectives into the adaptation strategies.

II. **Eligibility Criteria:** The research grant would be made available to an institution having adequate infrastructure and experience to execute the research project(s). An institution which is associated in any manner and is working on any aspect of protection and promotion of human rights, with good track record, qualified human resource and trained manpower and which is not run for profit, shall be eligible to be considered, such as:

i.) Research and Training Institutions set up and fully funded by the Central Government/ State Government/ Public Sector Undertaking.

ii.) Institutions/ Organisations registered as professional societies under the Societies Registration Act, 1860 (Act XXI of 1860);

iii.) Institutions registered as 'Trusts' under The Indian Trust Act, 1882;

iv.) Registered institutions exclusively devoting themselves to the espousal of the cause of human rights;

v.) Universities or Deemed Universities; having research experience;

vi.) Colleges having research experience and are covered under Section 2 (f) and 12 B of the UGC Act, 1956;

vii.) Private colleges covered under Section 2(f) of the UGC Act, 1956 and affiliated to the university.

Note: In case of the institutions listed at S. Nos. (ii) to (iv) above, their eligibility for receiving assistance will be decided by the Competent Authority of the Commission after perusal/ consideration of their registration certificate, audited annual report and balance sheet of the last 3 years, etc.

III. **Procedure for submission of proposal:** The procedure for submission of the Project Proposal as per the prescribed format, selection/ sanction of the project, release of grant and other conditions are given in the **“GUIDELINES FOR SPONSORING RESEARCH PROJECTS”**, a copy of which is **attached** herewith.

IV. **Date and Mode of Submission:** The eligible institutions/ organisations may submit a soft copy of their research proposal in the prescribed format through email at sro-nhrc@nic.in latest by **11th December 2025**.

National Human Rights Commission
Guidelines for Sponsoring Research Projects

1. **Introduction:** The National Human Rights Commission sponsors research projects as per the provision under Section 12 of Chapter-III of the Protection of Human Rights Act, 1993 which mandates the Commission to undertake and promote research in the field of human rights. These guidelines for sponsoring research projects to research institutions/ organisations indicate their eligibility conditions, procedure for submission of research proposals, procedure for sanction of research projects, procedure for release of grant in installments and other conditions of financial assistance provided by the Commission for the research projects.
2. **Aims and Objectives:** The major objective of the scheme is to promote research in the field of human rights for developing and building knowledge and database of the issues of concern in the Commission which may also culminate in addressing those issues. The findings of the research would also be taken up as issues for organising seminars, conferences, workshops and training programmes by the Commission. Therefore, the Commission intends to promote such research projects which are more focused along the lines of applied research or action-based research. The ultimate aim is to translate the research findings into an action plan so as to protect and promote human rights; civil and political as well as economic, social and cultural rights.
3. **Thrust Areas/ Themes of the Research Projects:** The thrust areas/ themes for undertaking the research in a particular year would be circulated to the prominent research institutions/ universities/ organisations working in the field of human rights and will also be simultaneously advertised through Commission's website/ daily newspaper/ research journal, etc.
4. **Duration of the Research Project:**

The proposals may be submitted for both short-term and long-term research projects. The short-term projects would be for a duration of 3 to 6 months whereas the long-term project would be considered for a duration of 6 to 12 months. The duration of short-term research projects may be extended by three months under exceptional circumstances only with the prior approval of the Commission.

4.1. The duration of long-term research projects may be extended by 3 to 6 months under exceptional circumstances only with the prior approval of the Commission.

4.2. The date of release of the 1st installment of the grant by the Commission would be considered as the effective date of commencement of the research project.
5. **Quantum of Financial Assistance:** The limit of financial assistance for short-term and long-term projects would be as under:

Duration of Research Project	Quantum of Financial Assistance
Short - Term project (upto a period of 6 months)	Upto Rs. 7.5 lakhs
Long - Term project (upto a period of 1 year)	Upto Rs. 15 lakhs

Note: In special circumstances, especially when the study requires extensive fieldwork covering large geographical area, the above-mentioned limit of the financial assistance may be suitably enhanced by the Commission on a case-to-case basis.

6. **Eligibility Criteria:** The research grant would be made available to an institution having adequate infrastructure to execute the research project(s). An institution which is associated in any manner with any aspect of protection and promotion of human rights, with good track record, qualified human resource and trained manpower; and which is not run for profit, shall be eligible to be considered for entrusting the research project, such as:

- 6.1. Research & Training Institutions set up and fully funded by the Central Government/ State Government/ Public Sector Undertaking;
- 6.2. Institutions/ Organisations registered as professional societies under the Societies Registration Act, 1860 (Act XXI of 1860);
- 6.3. Institutions registered as 'Trusts' under The Indian Trust Act, 1882.
- 6.4. Registered institutions exclusively devoting themselves to the espousal of the cause of human rights;
- 6.5. Universities or Deemed Universities;
- 6.6. Colleges covered under Section 2 (f) and 12 B of the UGC Act, 1956;
- 6.7. Private colleges covered under Section 2(f) of the UGC Act, 1956 and affiliated to the university.

Note: In case of the institutions listed at S. Nos. 6.2 to 6.4 and 6.7 above, their eligibility for receiving assistance will be decided by the Competent Authority of the Commission after perusal/ consideration of their registration affiliation certificate, audited annual report and balance sheet of the last 3 years, etc.

7. **Procedure for Invitation of Research Proposals:**

- i. The National Human Rights Commission invites Research Proposals through its website. The information about the same will be advertised in various national newspapers/ local newspapers, the X handle of NHRC etc.
- ii. All proposals accompanied by the prescribed documents must be submitted to the email address (sro-nhrc@nic.in) mentioned in the window advertisement only.

8. **Procedure for the Submission of Research Project Proposal:** The procedure for the submission of project proposal is mentioned below:

- 7.1. The institution seeking financial assistance should submit the proposal as per the prescribed format (**Annexure - I**).
- 7.2. The financial details should include details in respect of various expenditure heads including remuneration to the research staff, cost of travel with boarding/ lodging during field visits, cost of computer hiring or data processing, stationery and printing cost, telephone and postage charges, overhead costs, etc.

7.3. No financial assistance is given for procurement of equipment/ furniture including computer hardware/ scanner/ printer/ telephone/ Fax/ photocopier, etc.

7.4. The proposal should be forwarded by the Head of the Institution/ Organisation. **(Annexure - II).**

7.5. The proposal shall be submitted along with the requisite documents. Incomplete proposal shall not be entertained and will be outrightly rejected.

9. Procedure for Selection/ Sanction of Research Proposals

9.1. The research proposal received will be evaluated by the Research Evaluation Committee (REC). The Criteria for the Evaluation is as under:

S. No.	Parameter	Maximum Marks
1.	Objectives/ Research Questions Hypotheses, if any and Rationale of the Study	20
2.	Research Methodology and Research Design, Work Plan Execution Strategy, and use of Statistical design & tools.	25
3.	Financial Assistance	10
4.	Publications {Research Article, Books, chapter in book, edited book, any other, (please justify)}	10
5.	Profile of Principle Investigator/ Co-Principle Investigator including their teaching and research experience Note - Category in which Academic institution falls (As per NIRF/ NAAC Rankings)	20
6.	Area of Specialisation at par with the focus area under which research project is applied	05
7.	Expected Outcomes	05
8.	Correlation with Human Rights	05

9.2. Duly scrutinised proposals will be put up for approval and if need be, clarification may be called for from the Principal Investigator or he/ she/ they may be asked to make a presentation for which no TA/ DA would be paid to them.

9.3. During the presentation on the research proposal, the Principal Investigator may be suggested to make the desired changes/ modifications and after receipt of the revised proposal duly incorporating the suggested changes, it may be considered for approval.

9.4. The decision to accept or not accept the proposal would be subject to viability of the project and availability of funds. However, the decision in this regard i.e., to sanction or not sanction the project would be final, without prejudice.

9.5. Only the selected candidates and their affiliated universities/ institutions shall be informed individually.

10. Sanction of the Project:

A Sanction Letter together with the Terms of Reference (ToR) would be issued after approval of the project which would indicate:

- a. Title and objectives of the study
- b. Research Methodology (indicating universe of the study, sample size, sampling technique, tools and techniques and Justification/ Procedure for selecting the sample size, etc.)
- c. Duration of the Research Project.
- d. Research Design (indicating month-wise/ quarterly action plan)
- e. Expected outcome of the study
- f. Approved Financial Assistance (release of grant in installments and other conditions of assistance, etc.)

The institutions receiving the assistance would be required to complete the formalities as per the ToR/ Sanction Letter.

The amount of assistance would be released in favour of the institution/ organisation and not to the Principal Investigator.

11. Procedure for the Release of Grant:

11.1. A separate bank account solely for the purpose of the research project has to be opened in any Bank which is to be operated jointly by the Principal Investigator and any other person nominated by the Institution. The funds will be released into this account by NHRC. However, if any institution is not in a position to open a separate bank account for the research project due to any justified reason, then the funds will be released in the existing bank account of the Institution duly intimated by the latter to NHRC.

11.2. The sanctioned amount shall be released in three (3) installments as per the procedure given below:

11.2.1. The first installment of the grant comprising 40% of the total sanctioned amount by the Commission would be released after receipt of the request for its release and particulars of the bank account opened for the purpose of the research project.

11.2.2. The second installment of the grant comprising 40% of the total sanctioned amount by the Commission would be released after receipt of the satisfactory interim progress report, utilisation certificate in respect of the first installment together with the item-wise statement of expenditure, duly certified by the Head of the Institute/ Organisation (in prescribed format only).

11.2.3. The last and final installment, i.e., remaining 20% of the total sanctioned amount, may be taken by the Principal Investigator from the Institute's own resources, which would be reimbursed by NHRC on completion of the following requirements:

Note: Receipt of the project report and its acceptance: In case there is any shortcoming in the project report, the third installment would be withheld till such time the same is addressed properly to the satisfaction of the Commission.

9.3. Receipt of five hard bound copies of the project report along with a soft copy in the 'Word' and 'PDF' format.

9.4. Utilisation Certificate and head-wise statement of expenditure of the total amount spent together with bills/ receipts/ vouchers in original/ attested copy.

12. Budget and Heads of Expenditure:

12.1. The allocation of the budget breakup should be as follows*:

S. No.	Heads of expenditure	Value (Rs.)
1.	Salary/ wages of the research project Staff: full-time/ part-time/ Hired Services*	Not exceeding 45% of the total budget
2.	Field work (if applicable)	Not exceeding 35% of the total budget
3.	Printing of material/ preparation of research questionnaire/ report writing, etc.	Not exceeding 10% of the total budget
4.	Contingency (including stationery)	Not exceeding 5% of the total budget
5.	Institutional overhead charges	5% of the total budget

*The above-mentioned allocation will be subject to relaxation with prior approval.

12.2. Statement of the bank account/ ledger account from beginning to end and refund of the amount credited towards interest:

12.2.1. The amount to be spent according to the approved heads/ items within the approved allocation mentioned in the sanction letter/ ToR. However, the institution may re-appropriate expenditure from one sub-head to another, subject to a maximum of 15% in either case within the overall sanctioned amount. Prior approval in such cases is not necessary. All such re-appropriation, however, should be reported to the Commission.

12.2.2. The financial assistance is not available for incurring any capital expenditure. The books & journals acquired by the Principal Investigator from the grant for the Research Project must be deposited to the NHRC or to the Institution's/ organisation's departmental library after completion of the Project Travel and Field Work. The amount allocated under the head travel/ fieldwork is to be utilised for the data collection and collection of other information such as documents, visits to libraries, etc., within the general scope and sphere of the ongoing project. This should not be used for attending conferences, seminars, workshops, training courses, etc. The Principal Investigator/ Co-Principal Investigator may travel by mode of transport as per his entitlement in the Organisation/ Institution, restricted to the allocation under the concerned head. Foreign travel is not allowed under this scheme.

12.2.3. Institutional Overheads: The institution will provide the required infrastructure facilities like office accommodation, furniture, computer, library, communication facilities, secretarial services, etc. The overheads for providing these facilities will be normally 5% to 10% of the project cost.

13. Appointment of Project Staff:

13.1. Project staff shall be engaged/ appointed as per the rules of the University Grants Commission or the affiliating institution of the Principal Investigator on a full/ part-time basis during the research work. The duration may be decided by the Principal Investigator.

13.2. The consolidated monthly remuneration/ emoluments of the project staff must be according to the following guidelines:

Designation	Monthly Remuneration/ Emoluments	Qualifications
Research Associate	Rs. 47,000/-	i. A candidate below the age of 45 years. ii. Postgraduate in Social Science discipline or a relevant field (minimum 55%) of the proposed project with NET/ M. Phil./ Ph.D iii. 02 years of experience or published at least 02 research papers in relevant field.
Research Assistant	Rs. 37,000/-	i. A candidate below the age of 40 years. ii. Postgraduate in Social Science discipline or a relevant field (minimum 55%).
Field Investigator	Rs. 20,000/-	i. Postgraduate in Social Science discipline or a relevant field (minimum 55%)

- i.) 13.3. Selection of the project staff should be done through an advertisement published on the respective institute's website and a selection committee, duly approved by the Competent authority of the institution, consisting of (1) Head of the Institution/ Chairperson/ Director; (2) One Subject Expert; and (3) Principal Investigator.
- ii.) 13.4. The credentials of the selected candidates, along with relevant documents, may be sent to the Commission via email.
- iii.) 13.5. The allowance towards travel in case of project staff would be governed by the TA/ DA rules of the State Government concerned.

14. Interim Progress Reports: The Principal Investigator would be required to submit the interim progress reports at regular intervals to the Commission. If need be, s/ he may be required to make a presentation before the Commission on the progress of work. **(Annexure VIII)**

15. Submission of the Project Report:

- 15.1. Upon completion of the research study, the Principal Investigator would prepare and submit a draft report to the Commission in the prescribed format (**Annexure IX**).
- 15.2. Principal Investigator may be asked to make a power point presentation on the report. The observations/ suggestions given during the course of presentation and subsequent discussion may be taken into account in finalising the report.
- 15.3. The final report of the project will be submitted by the Principal Investigator after incorporating the comments/ suggestions made by the Commission on the draft report. The reasons for non-acceptance of the comments/ suggestions, if any, should be properly explained to the Commission.
- 15.4. The Principal Investigator/ Institution may be required to send the primary data collected along with the particulars of respondents, if asked by the Commission.
- 15.5. The financial support under the Scheme provided by the Commission shall be duly acknowledged on all documents produced and prominently displayed with a disclaimer as given below:

15.5.1. **ACKNOWLEDGEMENT:** “This study was carried out with the financial support of National Human Rights Commission, India and conducted by [Name of the organisation with address].”

15.5.2. **DISCLAIMER:** “The Organisation [name to be mentioned] has received the financial assistance under the Research Scheme of National Human Rights Commission, India to prepare this report. While due care has been exercised to prepare the report using data from various sources, NHRC does not confirm the authenticity of data and accuracy of the methodology to prepare the report. NHRC shall not be held responsible for findings or opinions expressed in the document. This responsibility completely rests with the Institute [Name to be mentioned]”.

16. Completion of the Research Project:

- 16.1. On completion of the research project and approval of the final draft, the Principal Investigator should submit:
 - 16.1.1. Five hard-bound copies of the project report along with a soft copy in the ‘Word’ and ‘PDF’ formats.
 - 16.1.2. Utilisation Certificate (UC) and head-wise statement of expenditure of the total amount spent together with bills/ receipts/ vouchers in original. (**Annexure – V, VI & VII**)
 - 16.1.3. Plagiarism Report (**Annexure III**)
 - 16.1.4. Final copy of the Research Tool (questionnaire/ schedule/ interview guide etc.)
- 16.2. It should be ensured by the Principal Investigator that after receiving formal intimation of the Commission regarding approval of the research study, the above-

mentioned formalities should be completed within 03 months positively; lapse in the same will be considered as non-compliance with the Terms of Reference. **In case of non-adherence to the prescribed time limit, the Commission will not entertain any correspondence and the project will be considered as closed from the end of the Commission.**

17. Settlement of the Project account:

17.1. The Principal Investigator/ Institution are required to settle the project account immediately on completion of the project. In case the balance grant, if any, is not claimed within six months from the date of completion of the project, the same will lapse and no representation will be entertained on this behalf.

17.2. In case a separate bank account has been opened solely for the purpose of the research project, the same shall be closed after completion and settlement of the research project and the unutilised balance, if any, shall be refunded forthwith to the Commission.

17.3. After the administrative and financial closure of the research project, a completion certificate will be issued by the Commission.

18. Copyright and Dissemination of Research Report:

- i.) **COPYRIGHT:** NHRC would have the intellectual property right for all the research studies outsourced. Prior permission of the Commission would be necessary before such study reports could be published by the Principal Investigator/ Institution/ Organisation concerned.
- ii.) The soft copy of the study shall be put on the NHRC website for the purpose of dissemination of the study report. Further, the Commission may also grant permission for its publication in any form, i.e., Book/ Journal/ Newspaper, etc

19. Changes in the Terms of Reference (TOR):

19.1. No change should be made in the Terms of Reference of the sanction without prior approval of the Commission. The Principal Investigator will report to the Commission about the changes, if any, he intends to make in the TOR of the research project.

19.2. The Principal Investigator of the project proposals should not be changed without the prior approval of the Commission. However, if the Principal Investigator associated with the project leaves the Institution/ Organisation at any stage after the commencement of the research study, the project may be continued by appointing a new Principal Investigator by the institute, with prior approval of the Commission. Such requests should, however, be sent well in advance, preferably within 15 days after the original PI left. The same would apply in case a change is to be made with respect to Co-PIs.

19.3. If the Principal Investigator/ Institution fails to complete the project as per the ToR, the institution will be debarred from receiving financial assistance under the scheme and an appropriate action will be initiated as deemed fit by the Commission.

20. Other Conditions of Grant:

20.1. The Research proposal and final report should either be in English or Hindi.

20.2. The Project Account will be open for scrutiny by the NHRC or its representatives at any time.

20.3. The Principal Investigator/ Co-Investigator of the project will not accept any financial assistance from any other source(s) for the same project assigned under the scheme by NHRC.

20.4. The persons engaged in the research project shall not be treated as the employees of the Commission in any manner.

20.5. There should not be any duplication/ overlapping with the evaluation studies carried out by any Government Agency or any Institution/ Organisation/ NGO.

20.6. The Principal Investigator will consult NHRC on the final methodology including the schedule/ questionnaire etc. to be adopted, keeping in view the objectives of the study before commencing the work of primary data collection.

20.7. NHRC, if desired, may carry out a site visit for review of the field survey/ work being carried out by the Institution/ Principal Investigator. Officials from Research Division or any other person may be deputed to make field visit(s) for monitoring and verifying the genuineness of the study or respondents.

20.8. The Institution or the Principal Investigator or his research staff associated with the project shall not share the data collected for the assigned research study with any other person/ organisation without the prior approval of the Commission. The research study shall not be used by the Principal Investigator or his research associates or anybody else for the preparation of any doctoral thesis/ dissertation or for attainment of any other degree/ diploma or publication(s) without the prior approval of the NHRC.

20.9. **Plagiarism:** The institution may certify while submitting the study report that the content of the report is original and has not been plagiarised. The concerned P.I. may also check for plagiarism at the draft stage of the report and shall submit the plagiarism report and undertaking (as described in **Annexure-IV**) which should be generated by reliable applications (e.g., Turnitin, Drill Bit-Extreme, etc.)

20.10. In case of non-compliance with the terms and conditions as laid down in the sanction letter, or in case of unsatisfactory progress of the work, the project may be cancelled and the institute will have to return the entire money along with the penal interest earned @ 11.5% compounded annually. The concerned organisation will have to bear all the responsibilities regarding any discrepancy and irregularity in the funding with respect to the sanctioned project.

Annexure - I

PART-A: FORMAT FOR SUBMISSION OF PROPOSAL FOR RESEARCH PROJECT

1. Theme of the Research Project:
2. Topic of the Research Project:
3. Name and address of the Institution where the research project will be undertaken: (Please also mention the name of affiliating University in case of college).
4. Category of the Institution (Please tick mark the applicable category from the following):
 - 4.1. A research institution set up and fully funded by the Central Government/ State Government/ Public Sector Undertaking;
 - 4.2. An institution/ organisation/ NGO registered under the Societies Registration Act, 1860 (Act XXI of 1860) or Indian Trust Act 1882.
 - 4.3. A registered institution exclusively devoting itself to the espousal of the cause of human rights;
 - 4.4. A UGC approved University/ Deemed University (Preference will be given to NAAC accredited University)
 - 4.5. College covered under Section 2(f), and 12(B) of the UGC Act, 1956.

5. **Details of the Principal Investigator:**

Name	
Designation	
Date of Birth	
Qualification	
Office Address	
Contact Number & Email ID	
Area of Specialisation	
Experience of The Principal Investigator	
Teaching Experience	
Research Experience	
Year of Award of Doctoral Degree	
Title of Thesis For Doctoral Degree	
List of Publication (S) : Papers And Books Published and/ or Accepted During the Last 5 Years i.) Research Articles National International ii.) Books National	

iii.)	International Edited Books National International	
iv.)	Other (please specify)	

Note: Similar details to be given in respect of Co-Investigator, if any

PART - B: PROPOSED RESEARCH PROJECT

1. Project Title: _____

2. Introduction: _____

2.1 Origin of the research problem _____

2.2 Literature survey/ review of research and development on the subject

2.3 International Status: _____

2.4 National Status: _____

2.5 Significance of the Study: _____

3. Objectives and scope of study _____

4. Research Design & Methodology: _____

5. Duration of Project: _____

6. Plan of work and periodical targets to be achieved: _____

7. Anticipated/ Projected outcomes: _____

8. Financial Assistance required: _____

8.1.

Items/ Heads	Estimated Expenditure

8.2. Whether the Institution/ PI has received financial support for any research study/ project earlier from the NHRC. If so, please indicate the details.

9. List of the projects completed or ongoing with the P.I.:

S.No.	Name of the Project/ funded by	Duration of the Project	Date of commencement of the Project	Date of completion

10. Institutional and department facilities available for the proposed work:

10.1.

10.2.

10.3.

10.4.

10.5.

11. Any other information in support of the proposal, which may be helpful in evaluation: _____

Date

Name and Signature

Place

Principal Investigator

FORWARDING LETTER

Address/ Phone/ Fax No & email id:

Dated:

To,

The Joint Secretary,

National Human Rights Commission,

Manav Adhikar Bhawan,

C-Block, GPO Complex, INA,

New Delhi -110 023

Subject: Proposal for undertaking/ conducting a research study/ project on.....

Sir,

I am glad to forward herewith a proposal for undertaking/ conducting a research study/ project on.....at a total cost of Rs . The research study/ project is proposed to be completed over a period of.....months/ years. Mr. / Ms. / Dr. who is working as.....in this institution w.e.f.will be the Principal Investigator for this research project.

2. I certify that this institution will provide all the facilities and infrastructure for the completion of the research study/ project and undertake as follows:

- a. The University/ College/ Institution is approved under (Please mention applicable Section/ Act) and is fit to receive grants from the Central/ State Government and other funding agencies.
- b. The organisation agrees to abide by all the terms & conditions, guidelines of the Scheme and any subsequent revision/ changes therein.
- c. The project shall be completed within the stipulated period. If the Commission is not satisfied with the progress of the research project, it may terminate the project immediately and ask for the refund of the grant.
- d. The basic facilities such as Computer/ required software/ library/ telephone/ fax/ photocopier, etc., will be provided by the institution. However, the operational cost for these facilities/ activities will be met from the institutional charges sanctioned under the Project.
- e. This proposal or other similar proposal has been submitted to any other agency/ Department for funding / the proposal has also been submitted to for partial funding up to Rs lakhs (Strike out which ever not applicable).

- f. The Principal Investigator will continue to work in the institution till the completion of the study/ project. In case the Principal Investigator leaves without completing the project, the institution will take full responsibility to complete the project as per the existing terms and conditions.
 - g. The institution will take full responsibility for monitoring the progress of the research study/ project, sending progress reports and utilisation certificates, etc. in the prescribed formats and ensuring proper and timely implementation.
 - h. The institution will take full responsibility to ensure that the research projects will be original and without any plagiarism.
 - i. It is also certified that our institution has not been blacklisted by any authority/ Central/ State Government / NGO, etc.
3. It is requested that the project proposal may be considered favourably for providing financial assistance of Rs.....
4. Details of documents enclosed are given in the attached Check-list.

Signature of the Head of the Institution

Name of the Head of the Institution & Stamp

[Plagiarism undertaking as per SERB guidelines]

PLAGIARISM UNDERTAKING BY THE PRINCIPAL INVESTIGATOR [n7]

To

The Joint Secretary,
National Human Rights Commission,
Manav Adhikar Bhawan,
C-Block, GPO Complex, INA,
New Delhi-110023

Sir,

I _____ hereby certify
that the research proposal/ report titled

_____ submitted for funding by NHRC, New Delhi, is my original idea and has not been copied/ taken verbatim from anyone or from any other sources. I further certify that this proposal/ report has been checked for plagiarism through a plagiarism detection tool i.e. _____ approved by the Institute and the contents are original and not copied/ taken from any other sources. I am aware of the UGC's Regulations on prevention of plagiarism i.e. University Grant Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulation, 2018.

I also declare that there is no plagiarism charges established or pending against me in the last five years. If the funding agency notices any plagiarism or any other discrepancies in my above proposal, I will abide by any action taken against me by NHRC, as deemed necessary.

Signature of PI with date

Name/ Designation

CERTIFICATE

This is to inform that the research study titled " (Title of the Research Project _____" sanctioned by National Human Rights Commission, New Delhi to (Name of the P.I and the Institution _____) has been completed and accepted by the Commission.

Place: New Delhi

Date:

(Sanjay Kumar)

Deputy Secretary

GFR 12 – A
[(See Rule 238 (1))]

**FORM OF UTILIZATION CERTIFICATE
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION**

UTILIZATION CERTIFICATE FOR THE YEAR..... in respect
of recurring/non-recurring
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

1. Name of the Scheme.....
2. Whether recurring or non-recurring grants.....
3. Grants position at the beginning of the Financial year
(i) Cash in Hand/Bank
(ii) Unadjusted advances
(iii) Total
4. Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl. No. 3 (iii)]	Interest Earned thereon	Interest deposited back to the Govern- ment	Grant received during the year			Total Available funds (1+2- 3+4)	Expenditure incurred	Closing Balances (5-6)
1	2	3	4			5	6	7
			Sanction No. (i)	Date (ii)	Amount (iii)			

Component wise utilization of grants:

Grant-in-aid– General	Grant-in-aid– Salary	Grant-in-aid–creation of capital assets	Total

Details of grants position at the end of the year

- (i) Cash in Hand/Bank
(ii) Unadjusted Advances
(iii) Total

Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- (vii) It has been ensured that the physical and financial performance under..... (name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure – I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure – II duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure –II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

Signature

Name.....

Chief Finance Officer

(Head of the Finance)

Signature

Name.....

Head of the Organisation

(Strike out inapplicable terms)

Annexure – VI

[Form of Statement of Expenditure]

STATEMENT OF EXPENDITURE (SoE)-NHRC

Project Title:	
Sanction Letter No. & Date:	
Name of Organization:	
Period Covered:	
Prepared by:	
Date of Submission:	

S.No.	Head of Expenditure	Budgeted Amount (₹)	Actual Expenditure (₹)	Unspent Balance (₹)	Remarks
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.	Total				

Designation:	
Name :	
Date:	
Seal and Signature	

Annexure – VII
[Form for Bills and Vouchers]

Format

List of Bills and Vouchers in support of the submitted Statement of Expenditure

(To be submitted along with UC, SoE, and other supporting documents)

.....

Name of the Organisation:

Name of the Programme Sponsored by NHRC:

Date of Commencement:

Venue:

Name of the Convenor/Principal Investigator (P.I.):

Authorised Signatories for Financial Documents:

Sanctioned Budget by NHRC: ₹.....

Advance Payment/Instalment Received: ₹.....

Balance amount, if due: ₹.....

Sl. No.	Name of the approved head of expenditure as per the guidelines	Ceiling of exp under each head (₹)	Items of exp.	Actual Exp. (₹)	Sl. No of attached Voucher/Bill No. & Date
1.			(i) (iii) (iii)		
			Total Exp under this head		
2.			(i) (iii) (iii) and so on		
			Total exp under this head		
3.					
			GRAND TOTAL		

Certified that the above expenditure is per the NHRC financial norms and supported by verified bills and vouchers.

Signature of Authorised Signatory
(Name, Designation, Date, Seal)

Interim Report (Format)

1. **Title of the Study:** _____
2. **Principal Investigator:** _____
3. **Co-Principal Investigator (if any):** _____
4. **Institute Name:** _____
5. **Date of Commencement:** _____
6. **Sanctioned Duration of the Study:** _____

Following need to be provided for the submission of Interim Report:-

Date/Week	Progress Made

1. **Current Status of Data Collection and Brief Analysis** [Provide a detailed description of the data collected to date, including the quantum, sources, methodology, and a preliminary analysis highlighting key observations or trends.]
2. **Photographs/Videos from Field Visits** [Attach or provide links/references to photographs and/or videos documenting the field visits, ensuring they are appropriately captioned and dated.]
3. **Details of Team Members and Their Contributions** [Provide a brief profile of each team member, including their designation, qualifications, and specific contributions to the research study.]
4. **Details of Fund Utilization Statement of Expenditure** [Present a tabulated statement under appropriate headings (e.g., Personnel, Travel, Equipment, Contingencies, etc.), indicating sanctioned amount, amount utilized to date, and balance remaining, duly certified by the Principal Investigator and the authorized signatory of the institute.]
5. **Supporting Written Content (If Any)** [Include any additional reports, working papers, questionnaires, or other relevant documents developed or used during the study period.]

Note: - Interim Report needs to be submitted every **three months**.

First and Final Draft of the Research Study (Format)

1. Cover Page: (Including NHRC Logo, title of the study, name of the Principal Investigator, institutional affiliation, funding agency (if applicable), and date of submission)

2. Acknowledgements: (Expression of gratitude to individuals, institutions, funding agencies, and others who contributed to the study)

3. Disclaimer: (Statement clarifying that the views expressed are those of the author(s) and do not necessarily reflect the official policy or position of any agency or institution)

4. Copyright Notice: (Declaration of copyright ownership and conditions of use, reproduction, or distribution)

5. Table of Contents

a. List of Tables (if applicable)

b. List of Figures (if applicable)

c. List of Abbreviations (if applicable)

d. Executive Summary: (A concise overview of the study background, objectives, methodology, key findings, conclusions, and recommendations)

6. Chapters

1. Introduction:

1.1 Background of the Study

1.2 Statement of the Problem

1.3 Significance of the Study

1.4 Scope and Limitations

2. Review of Literature:

2.1 Theoretical Framework

2.2 Empirical Studies

2.3 Research Gaps

3. Rationale of the Study: (Justification for undertaking the research with reference to existing knowledge gaps and societal/institutional relevance)

4. Objectives of the Study / Hypotheses (if applicable):

4.1 Primary Objective

4.2 Secondary Objectives

4.3 Hypotheses (stated in null and alternative forms, where applicable)

5. Methodology:

5.1 Universe of the Study

5.2 Research Design

5.3 Sampling Technique

5.4 Sample Size and Justification

5.5 Sample Selection Procedure

5.6 Data Collection Tools and Techniques

5.7 Statistical Methods and Analytical Framework

5.8 Ethical Considerations

6. Results: (Systematic presentation of data using tables, charts, and textual description)

7. Discussion: (Interpretation of results in relation to objectives, hypotheses, and existing literature)

8. Conclusions:

8.1 Summary of Key Findings

8.2 Implications of the Study

8.3 Way Forward

9. Recommendations: (Actionable, evidence-based suggestions for policy, practice, or further research)

10. Reference: (Complete bibliographic details)

11. Appendices: (Supplementary material including questionnaires, raw data summaries, consent forms, field notes, additional tables/figures, and institutional approvals)

Note: - A Mid-term review Presentation will be held regarding the Research Study.