

OutwardNo:Date:

To

Sri Manakula Vinayagar Medical College and Hospital

Respected Sir / Madam,

 Subject: Sanction of budget allotment for SMVMCH intramural funding titled ‘.........................................................................................................................................................................................................................................................’ submitted by.....................................................

The intramural research grant committee under the chairmanship of Dean (Research) approved the intramural research grant for your project and the budget allotment of Rs……………...is sanctioned.

The grant will be released in two installments as indicated below,

|  |  |  |
| --- | --- | --- |
| 1st installment (50%) |  | 1. After approval
2. Must submit the half yearly report to the office of Dean (Research).
 |
| 2nd installment (30%) |  | After submission of SOE , final report  |
| 3rd installment (20%) |  | After Publication ( copy of published article) |
| **Total** |  |  |

The grant in aid will be given subject to the following conditions:

1. The applicant must submit the half yearly report to the office of Dean (Research).
2. The applicant must complete the project and submit the final report within the stipulated time duration mentioned in the application.
3. The publications resulting from the project funded through intramural funding must be acknowledged.
4. The other terms and conditionsare available in the research scholarship proposal.

Find attached the cheque no................. amount.................... towards the 1st instalment. Kindly submit your SOE with bills and the remaining amount if any to the Dean Research, Sri Manakula Vinayagar Medical College and Hospital as soon as you finish your research work.

Thanks and best wishes for your research work

Dean

Received by (Name, date and signature):

Copy to: Administrative Officer / Concerned department head