

## DISBURSEMENT OF FELLOWSHIP/ CONTINGENCY/ HRA:

The fellowship amount shall be disbursed through Online RTGS into the bank account of the awardee directly.

| Description of Payable Amount Stage |                   | M.Phil.                                                                                                                                                                                                                                              | Ph.D                                                                                                                                                                                                                                              | List of Documents to be submitted                                                                                                                                              |
|-------------------------------------|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>First Year Disbursement</b>      |                   |                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                   |                                                                                                                                                                                |
| Payable Amount Stage I              | First Half Year   | Rs.1,86,000/-                                                                                                                                                                                                                                        | Rs.1,86,000/-                                                                                                                                                                                                                                     | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor                                                           |
| Payable Amount Stage II             | Second Half Year  | Rs.1,86,000/-                                                                                                                                                                                                                                        | Rs.1,86,000/-                                                                                                                                                                                                                                     | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor<br>4. All Utilization certificates                        |
| Payable Amount Stage III            | HRA- I            | - @8% of total fellowship amount during JRF is Rs. 29,760/- for class Z cities<br>- @16% of total fellowship amount during JRF is Rs. 59,520/- for class Y cities<br>- @24% of total fellowship amount during JRF is Rs. 89,280/- for class X cities | - @8% of total fellowship amount during JRF is Rs.29,760/- for class Z cities<br>- @16% of total fellowship amount during JRF is Rs.59,520/- for class Y cities<br>- @24% of total fellowship amount during JRF is Rs.89,280/- for class X cities | 1.HRA certificate<br>2.Non Hostelite Certificate or Hostel Fees Receipt<br><br><b>Note</b> – HRA amount will be disbursed as per Government of Maharashtra rules & regulation. |
| Payable Amount Stage IV             | Contingency A – I | Rs. 10,000/-                                                                                                                                                                                                                                         | Rs. 10,000/-                                                                                                                                                                                                                                      | 1. Contingency Certificate<br>2. Details of expenditure with original bills.<br>3. All Utilization certificates                                                                |
|                                     | Contingency B – I | Rs. 12,000/-                                                                                                                                                                                                                                         | Rs. 12,000/-                                                                                                                                                                                                                                      |                                                                                                                                                                                |
| <b>Second Year Disbursement</b>     |                   |                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                   |                                                                                                                                                                                |
| Payable Amount Stage V              | Third Half Year   | Rs.1,86,000/-                                                                                                                                                                                                                                        | Rs.1,86,000/-                                                                                                                                                                                                                                     | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor<br>4. All Utilization certificates                        |
| Payable Amount Stage VI             | Forth Half Year   | Rs.1,86,000/-                                                                                                                                                                                                                                        | Rs.1,86,000/-                                                                                                                                                                                                                                     | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor<br>4. All Utilization certificates                        |

|                                |                    |                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                          |
|--------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Payable Amount Stage VII       | HRA- II            | - @8% of total fellowship amount during JRF is Rs. 29,760/- for class Z cities<br>- @16% of total fellowship amount during JRF is Rs. 59,520/- for class Y cities<br>- @24% of total fellowship amount during JRF is Rs. 89,280/- for class X cities | - @8% of total fellowship amount during JRF is Rs.29,760/- for class Z cities<br>- @16% of total fellowship amount during JRF is Rs.59,520/- for class Y cities<br>- @24% of total fellowship amount during JRF is Rs.89,280/- for class X cities | 1)HRA certificate<br>2)Non Hostelite Certificate or Hostel Fees Receipt.<br>3)All Utilization certificates<br><br><b>Note</b> – HRA amount will be disbursed as per government of Maharashtra rules & regulation.                        |
| Payable Amount Stage VIII      | Contingency A– II  | Rs. 10,000/-                                                                                                                                                                                                                                         | Rs. 10,000/-                                                                                                                                                                                                                                      | 1. Contingency Certificate<br>2. Details of expenditure with original bills.<br>3. All Utilization certificates                                                                                                                          |
|                                | Contingency B – II | Rs. 12,000/-                                                                                                                                                                                                                                         | Rs. 12,000/-                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                          |
| <b>Third Year Disbursement</b> |                    |                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                          |
| Payable Amount Stage IX        | Fifth Half Year    | Not Applicable                                                                                                                                                                                                                                       | Rs.2,10,000/-                                                                                                                                                                                                                                     | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor<br>4. All Utilization certificate<br>5. SRF Up-gradation Certificate<br>6. Three Member Committee Evaluation Report |
| Payable Amount Stage X         | Sixth Half Year    | Not Applicable                                                                                                                                                                                                                                       | Rs.2,10,000/-                                                                                                                                                                                                                                     | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor<br>4. All Utilization certificate                                                                                   |
| Payable Amount Stage XI        | HRA- III           | Not Applicable                                                                                                                                                                                                                                       | - @8% of total fellowship amount during SRF is Rs. 33,600/- for class Z cities<br>- @16% of total fellowship amount during SRF is Rs. Rs. 67,200/- for class Y cities<br>- @24% of total fellowship amount during SRF is Rs. 1,00,800/- for       | 1. HRA certificate<br>2. Non Hostelite Certificate or Hostel Fees Receipt<br>3. All Utilization certificate<br><br><b>Note</b> – HRA amount will be disbursed as per government of Maharashtra rules & regulation.                       |

|                                 |                     |                |                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                    |
|---------------------------------|---------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                 |                     |                | class X cities                                                                                                                                                                                                                                             |                                                                                                                                                                                                                    |
| Payable Amount Stage XII        | Contingency A – III | Not Applicable | Rs. 20,500/-                                                                                                                                                                                                                                               | 1. Contingency Certificate<br>2. Details of expenditure with original bills.<br>3. All Utilization certificates                                                                                                    |
|                                 | Contingency B – III |                | Rs. 25,000/-                                                                                                                                                                                                                                               |                                                                                                                                                                                                                    |
| <b>Fourth Year Disbursement</b> |                     |                |                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                    |
| Payable Amount Stage XIII       | Seven Half Year     | Not Applicable | Rs.2,10,000/-                                                                                                                                                                                                                                              | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor<br>4.All Utilization certificate                                                              |
| Payable Amount Stage XIV        | Eight Half Year     | Not Applicable | Rs.2,10,000/-                                                                                                                                                                                                                                              | 1. Half Yearly Progress Report<br>2. Continuation Certificate<br>3. Monthly Attendance Sheet Certified by Supervisor<br>4. All Utilization certificate                                                             |
| Payable Amount Stage XV         | HRA- IV             | Not Applicable | - @8% of total fellowship amount during SRF is Rs. 33,600/- for class Z cities<br>- @16% of total fellowship amount during SRF is Rs. Rs. 67,200/- for class Y cities<br>- @24% of total fellowship amount during SRF is Rs. 1,00,800/- for class X cities | 1. HRA certificate<br>2. Non Hostelite Certificate or Hostel Fees Receipt<br>3. All Utilization certificate<br><br><b>Note</b> – HRA amount will be disbursed as per government of Maharashtra rules & regulation. |
| Payable Amount Stage XVI        | Contingency A – IV  | Not Applicable | Rs. 20,500/-                                                                                                                                                                                                                                               | 1. Contingency Certificate<br>2. Details of expenditure with original bills.<br>3. All Utilization certificates                                                                                                    |
|                                 | Contingency B – IV  |                | Rs. 25,000/-                                                                                                                                                                                                                                               |                                                                                                                                                                                                                    |

| Fifth Year Disbursement    |                   |                |                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                      |
|----------------------------|-------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Payable Amount Stage XVII  | Nine Half Year    | Not Applicable | Rs.2,10,000/-                                                                                                                                                                                                                                                             | <ol style="list-style-type: none"> <li>1. Half Yearly Progress Report</li> <li>2. Continuation Certificate</li> <li>3. Monthly Attendance Sheet Certified by Supervisor</li> <li>4. All Utilization certificate</li> </ol>                                                           |
| Payable Amount Stage XVIII | Ten Half Year     | Not Applicable | Rs.2,10,000/-                                                                                                                                                                                                                                                             | <ol style="list-style-type: none"> <li>1. Half Yearly Progress Report</li> <li>2. Continuation Certificate</li> <li>3. Monthly Attendance Sheet Certified by Supervisor</li> <li>4. All Utilization certificate</li> </ol>                                                           |
| Payable Amount Stage XIX   | HRA- V            | Not Applicable | <p>- @8% of total fellowship amount during SRF is Rs. 33,600/- for class Z cities</p> <p>- @16% of total fellowship amount during SRF is Rs. Rs. 67,200/- for class Y cities</p> <p>- @24% of total fellowship amount during SRF is Rs. 1,00,800/- for class X cities</p> | <ol style="list-style-type: none"> <li>1. HRA certificate</li> <li>2. Non Hostelite Certificate or Hostel Fees Receipt</li> <li>3. All Utilization certificate</li> </ol> <p><b>Note</b> – HRA amount will be disbursed as per government of Maharashtra rules &amp; regulation.</p> |
| Payable Amount Stage XX    | Contingency A – V | Not Applicable | Rs. 20,500/-                                                                                                                                                                                                                                                              | <ol style="list-style-type: none"> <li>1. Contingency Certificate</li> <li>2. Details of expenditure with original bills.</li> <li>3. All Utilization certificates</li> </ol>                                                                                                        |
|                            | Contingency B – V |                | Rs. 25,000/-                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                      |

**RELEASE OF LAST INSTALLMENT:**

The last 6 months Installment will be released only after the submission of research thesis & Completion Certificate to BARTI.

Additional “6 months” period (without fellowship benefits) will be given for thesis submission after completion of academic tenure of the concerned University for

M.Phil. candidates, failing which the last '6 months' fellowship amount (Payable Amount Stage VI, VII & VIII) will not be disbursed.

### **FORMAT TO CLAIM BENEFITS UNDER BANRF-2019 FELLOWSHIP.**

**1. Joining Certificate:** - Annexure –I (A)

Awardee shall submit Joining Report in the prescribed format along with the set of all the required documents to the BARTI office to avail benefits under BANRF-2019 fellowship.

**2. Joining Certificate:** - Annexure – I (B)

In case awardee holding a job during the period from Date of registration to Date of Award, Awardee shall submit Joining Report - I (B) in the prescribed format separately along with Resignation letter/ Relieving letter / Experience certificate etc.

**3. Half Yearly Progress Report-** Annexure -II

Awardee shall submit Half Yearly Progress Report on completion of 6 months from the date of registration and at the interval of every 6 months till the completion of fellowship tenure.

**4. House Rent Allowance (HRA)** - Annexure - III

Awardee shall submit House Rent Allowance certificate on completion of 1 year from the date of registration and at the interval of every 1 year till the completion of fellowship tenure along with Non-Hosteller Certificate or Hostel Bill Receipts paid by Awardee in given Performa.

**5. Utilization Certificate for Contingency Amount** - Annexure -IV

Awardee shall submit account of Contingency certificate on completion of 1 year from the date of registration and at the interval of every 1 year till the completion of fellowship tenure.

**6. Up-gradation Certificate-** Annexure V

Awardee shall submit Up-gradation certificate on completion of 2 years from the date of registration to Ph.D. along with Three Member Committee Evaluation Report.

**7. Extension Certificate** - Annexure VI

**8. Attendance Certificate** - Annexure VII

Monthly Attendance sheet certified by Supervisor/Guide, to be submitted for the period mentioned in the Half Yearly Progress Report.

**9. Fellowship/ House Rent Allowance Utilization Certificate** - Annexure VIII

**10. Research proposal /Synopsis - Annexure IX**

**11. Continuation certificate - Annexure X**



**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE  
(BARTI), PUNE**

**Research Centre Joining Report – Annexure I-A**

1. **Dr. Babasaheb Ambedkar National Research Fellowship (BANRF) - 2019**
2. **Name of the Awardee:** .....
3. **Award letter No & Date.** .....

This is to certify that, Mr./Mrs. .... has joined the Department of ..... his/ her research centre is ..... which is affiliated to ..... University for doing Part time / full time M.Phil. /Ph.D. in the Subject (Research title) of .....

With effect from DD/MM/YYYY

His/ her date of Registration is DD/MM/YYYY

This is to certify that he/ she belongs to ..... category. Awardee is a regular / external student of the department and he /she was holding / not holding any employment from his date of registration DD/MM/YYYY to till date. The total tenure of M. Phil / Ph.D. is .....Months/Years without extension period i.e. with effect from DD/MM/YYYY to DD/MM/YYYY. He/ She will be provided all the necessary facilities during his/ her tenure of fellowship award. The terms and conditions of the offer are acceptable to Awardee. It is also certified that fellow shall not accept / hold any emoluments paid or otherwise or receive emoluments, salary, stipend, etc. from any other source during the tenure of the award.

Signature

Signature

Signature

**Name of the Candidate:**

**Name of HOD:**

**Name:**

Date:

Date:

Date:

**Head of Department  
(Seal/Stamp)**

**Registrar / Director /Principal:  
(Seal of University / Institution  
/College)**

**Counter Sign by Guide/  
Supervisor (Seal/Stamp) :**

Date:

Place:



**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE  
(BARTI), PUNE**

**Fellowship joining Report - Annexure-I-B**

1. **Dr. Babasaheb Ambedkar National Research Fellowship (BANRF) - 2019**
2. **Name of the Research Scholar:** .....
3. **Award letter No & Date** .....
4. **Fellowship Awarded for:** M.Phil. / Ph.D.

This is to certify that, he/she has been awarded **BANRF - 2019** by Dr. Babasaheb Ambedkar Research & Training Institute, Pune with effective from the date of registration i.e. DD /MM /YYYY.

However, he/she was an external / part time student of the department of ..... from DD /MM /YYYY to DD /MM /YYYY due to holding an employment or other personal reasons. Fellowship of the said period for which he/she was holding employment is liable to deduct from the total tenure of the fellowship. Hence, he/she is joining BANRF -2019 fellowship from DD /MM /YYYY.

**The documents attached with the Joining as following**

1. Resignation letter copy
2. Relieving certificate from organization

He/ She will be provided with all necessary facilities during his/ her tenure of award. The terms and conditions of the offer are acceptable to Awardee. It is also certified that fellow shall not accept / hold any emoluments paid or otherwise or receive emoluments, salary, stipend, etc. from any other source during the tenure of the award.

Signature

**Name of the Candidate:**

Date:

Signature

Name:

Date:

**Head of Department  
(Seal/Stamp)**

Signature

Name:

Date:

**Registrar / Director /Principal:  
(Seal of University / Institution / College)**

**Counter Sign by Guide/  
Supervisor (Seal/Stamp) :**





**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE (BARTI),  
PUNE**

**Half Yearly Progress Report - Annexure- II**

1. Name of the Fellowship: **Dr. Babasaheb Ambedkar National Research Fellowship**

2. Year of the Fellowship: **2019**

3. Name of the Fellow: \_\_\_\_\_

4. Award letter number and date: - \_\_\_\_\_

5. Date of Registration with the University: DD/MM/YYYY

6. Subject: \_\_\_\_\_

7. Topic / Title of Research: \_\_\_\_\_

\_\_\_\_\_

8. Name of the Guide/ Supervisor: \_\_\_\_\_

a. Email ID of Guide/ Supervisor: \_\_\_\_\_

b. Mobile No.: \_\_\_\_\_

9. Period of Progress Report from DD/MM/YYYY to DD/MM/YYYY.

10. Total number of working days during the period (month-wise)

|                     |  |  |  |  |  |  |  |
|---------------------|--|--|--|--|--|--|--|
| <b>Months</b>       |  |  |  |  |  |  |  |
| <b>Working Days</b> |  |  |  |  |  |  |  |

a) With fellowship, number of days: \_\_\_\_\_

from DD/MM/YYYY to DD/MM/YYYY.

b) Without fellowship, number of days: \_\_\_\_\_

from DD/MM/YYYY to DD/MM/YYYY.

Signature of Guide/ Supervisor

Signature of Student

Date:

Name of Guide/ Supervisor:

Name of Student

Guide/ Supervisor (Seal/Stamp):

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11. Total number of days the Fellow remained present at the University/Institution/ College:

\_\_\_\_\_

12. Number of days the Fellow remained out of station for fieldwork / travel with dates and place visited:

| Number of days | Travel dates (from – to ) | Places visited |
|----------------|---------------------------|----------------|
|                |                           |                |
|                |                           |                |
|                |                           |                |

| Sr. | Type of Field work Done | Details | Remarks of Guide |
|-----|-------------------------|---------|------------------|
|     |                         |         |                  |

**Please attach a Plan of action with the progress Report.**

Signature of Guide/ Supervisor

Signature of Student

Date:

Name of Guide/ Supervisor:

Name of Student

Guide/ Supervisor (Seal/Stamp):

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13. Books & Journals (Reference & content in short)

|                                                       |
|-------------------------------------------------------|
| <p>(Please attach separate attachment if require)</p> |
|-------------------------------------------------------|

14. Conferences / Seminars attended on relevant subject:

| Sr. | Title of Paper | Venue | Status(International, National, State) |
|-----|----------------|-------|----------------------------------------|
|     |                |       |                                        |

**PLEASE ATTACH A PAPER AND CERTIFICATE COPY WITH THE PROGRESS REPORT**

Signature of Guide/ Supervisor

Signature of Student

Date:

Name of Guide/ Supervisor:

Name of Student

Guide/ Supervisor (Seal/Stamp):

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15. Chapters Completed:

| Sr. | Chapter Title | Completed or Under Completion | Status                                                   | Remarks of Guide |
|-----|---------------|-------------------------------|----------------------------------------------------------|------------------|
|     |               |                               | 1. Rough Draft<br><br>2. Approved<br><br>3. Final Typing |                  |

**Please attach a summary sheet with the progress report.**

16. Title of the article / paper published during the period under report:

| Sr. no. | Paper / Article's Title | Whether Published / or Not | Name of journal / Magazine & Vol. No. | Place |
|---------|-------------------------|----------------------------|---------------------------------------|-------|
|         |                         |                            |                                       |       |

**Please attach hard copies of Article with the Progress report.**

Signature of Guide/ Supervisor

Signature of Student

Date:

Name of Guide/ Supervisor:

Name of Student

Guide/ Supervisor (Seal/Stamp):

- 
- 17. Title of monograph written during the period under report:
  - 18. Teaching work done during the period under report:
    - A. Number of periods taken per week in graduate course \_\_\_\_\_
    - B. Number of periods taken per week in post graduate course \_\_\_\_\_
  - 19. Detailed account of the work done during the period (A separate sheet may attach for the purpose)
  - 20. Comments of the supervisor / Guide on the progress of the research work during the period under report (Minimum Two Lines):

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Signature  
Name of the Candidate:  
Date:

Signature  
Name:  
Date:  
Guide/ Supervisor (Seal/Stamp):

Signature  
Name of HOD:  
Date:  
Head of Department (Seal/Stamp):

Signature  
Name:  
Date:  
Registrar / Director /Principal:  
(Seal of University / Institution /College)

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**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE  
(BARTI), PUNE**

**House Rent Allowance (HRA) Certificate - Annexure-III**

1. **Dr. Babasaheb Ambedkar National Research Fellowship (BANRF- 2019)**

2. Name of the Fellow: \_\_\_\_\_

3. Award letter No & Date .....

4. M.Phil. / Ph.D. Registration date: DD/MM/YYYY

5. HRA claim for the period: - DD/MM/YYYY to DD/MM/YYYY (For 1 year)

6. Full address of Research Centre with name of the City – \_\_\_\_\_  
\_\_\_\_\_

7. House Rent Allowance (HRA) in Percentage (%) for City – \_\_\_\_\_

**Certificate No 1**

This is to certify that, Mr./Mrs./Miss.....is paying house rent of Rs.....per month or staying at his/her parents' or own house and is eligible to draw House Rent Allowance (HRA) as per rules.

**OR**

**Certificate No 2**

This is to certify that Mr./Mrs./Miss..... has been provided accommodation facility in the College /Institute /University hostel from DD/MM/YYYY to DD/MM/YYYY. Hostel fee charges @ Rs. .... per Month/Half Year/Year is being charged from him/ her, so he/ she is eligible to draw hostel fees as House Rent Allowance as per rules.

**Fees Receipt No:**

**Date of payment:**

**Total Amount Paid (in Digits)**

**In words** \_\_\_\_\_

**Fees paid for the period of DD/MM/20\_\_ to DD/MM/20\_\_**

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Signature  
Name of the Candidate:  
Date:

Signature  
Name:  
Date:  
Guide/ Supervisor (Seal/Stamp):

Signature  
Name of HOD:  
Date:  
Head of Department (Seal/Stamp):

Signature  
Name:  
Date:  
Registrar / Director /Principal:  
(Seal of University / Institution /College)

**Note –**

1. HRA will be paid as per Government Rules & location of research Centre/Institute.
  2. Please find attached enclosure separately for Non Hosteller Certificate Duly Signed & sealed by Hostel Warden / Rector/ HOD & Research Guide
  3. Deposit Amount is not payable by BARTI.
  4. Please Attach Original Hostel Fees Receipts along with HRA Certificate in case availing hostel facility
  5. If, as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount
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**Non Hosteller Certificate should be printed on Institute / College /  
University letterhead**

**Non Hosteller Certificate**

This is to certify that, Mr. /Miss./ Mrs. \_\_\_\_\_ is  
pursuing M.Phil. /Ph.D. from \_\_\_\_\_. He/she  
has not been availing accommodation or /hostel facility provided by College /Institute  
/University w.e.f. DD/MM/YYYY to DD/MM/YYYY.

**Verified and Approved by  
Hostel Warden / Rector/ HOD  
Signature with Seal**

**Signature of Research  
Fellow**

**Signature & stamp of  
Research Guide**

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**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE  
(BARTI), PUNE**

**Utilization Certificate for Contingency Amount - Annexure-IV**

**1. Dr. Babasaheb Ambedkar National Research Fellowship (BANRF) - 2019**

2. Name of the Fellow: .....

3. Award letter No & Date .....

4. Date of Registration : DD/MM/YYYY

5. Duration of Expenditure : DD/MM/YYYY to DD/MM/YYYY

This is to certify that, Mr./Miss/Mrs. \_\_\_\_\_,  
has received contingency amount Rs. \_\_\_\_\_ (in words) \_\_\_\_\_  
\_\_\_\_\_ ) on date \_\_\_\_\_ from BARTI under Dr. Babasaheb Ambedkar  
National Research Fellowship (BANRF) - 2019.

The received contingency amount has been utilized for the purpose of said research only or for which it was sanctioned in accordance with the terms and conditions laid down by the BARTI, Pune. Details of expenditure in respect to Contingency Grant is as below.

| Sr. No       | Details                                  | Bill No. & Date | Amount |
|--------------|------------------------------------------|-----------------|--------|
| 1            | Books and allied items                   |                 |        |
| 2            | Typing (Tracing & ammonia printing)      |                 |        |
| 3            | Stationery                               |                 |        |
| 4            | Postage                                  |                 |        |
| 5            | Chemical and electrical/electronic goods |                 |        |
| 6            | Travel/fieldwork                         |                 |        |
| <b>Total</b> |                                          |                 |        |

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If, as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount.

Signature  
Name of the Candidate:  
Date:

Signature  
Name of Guide/ Supervisor:  
Date:  
**Seal :**

Signature  
Name of HOD:  
Date:  
**Head of Department (Seal) :**

Signature  
Name:  
Date:  
**Registrar / Director /Principal :(Seal of  
University / Institution / College)**

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**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE  
(BARTI), PUNE**

**Up-gradation Certificate - Annexure-V**

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**THREE MEMBERS ASSESSMENT COMMITTEE REPORT FOR UPGRADATION FROM BANJRF  
TO BANSRF UNDER THE SCHEME OF DR. BABASAHEB AMBEDKAR NATIONAL RESEARCH  
FELLOWSHIP, BARTI, PUNE**

1. **Dr. Babasaheb Ambedkar National Research Fellowship (BANRF- 2019)**
2. Award letter No & Date .....

Assessment for up-gradation of Mr./Mrs. \_\_\_\_\_ working at the  
Department of \_\_\_\_\_ of University/Institution/College \_\_\_\_\_ on  
completion of two years on date DD/MM/YYYY.

**CONSTITUTION OF THE COMMITTEE**

(Name and Designation of the panel)

1. [1 Outside Subject Expert – other than same University/ Institute/College]
2. [Supervisor of Research Scholar]
3. [Head of the Department]

Ph.D. Registration No.: \_\_\_\_\_

Ph.D. Registration Date: DD/MM/YYYY

Date of Joining: DD/MM/YYYY

Tenure of JRF completed DD/MM/YYYY to DD/MM/YYYY (2 year)

**VENUE OF ASSESSMENT/ INTERVIEW: -**

Venue of Meeting .....

Date of Meeting: - DD/MM/YYYY

Time: -

**ASSESSMENT OF THE COMMITTEE**

The Committee assessed the progress of the candidate through his/her presentation followed by interview and recommended as follows.

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**RECOMMENDATIONS**

Mr./ Mrs./Ms. \_\_\_\_\_ may be upgraded from BANJRF to BANSRF for the period of one year, w.e.f. DD/MM/YYYY to DD/MM/YYYY as his/her research work is found outstanding/very good/ satisfactory.

Signature

Date:

**Name of the Candidate :**

Signature

Name:

Date:

**Guide/ Supervisor (Seal/Stamp):**

Signature

Name:

Date:

**Head of Department (Seal/Stamp) :**

Signature

Name:

Date:

**Registrar / Director /Principal:**

**(Seal of University / Institution / College)**

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**Three Member Committee Evaluation Report should be printed on  
Institute / College / University letterhead**

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**1. Dr. Babasaheb Ambedkar National Research Fellowship (BANRF- 2019)**

2. Name of Fellow.....

3. Award letter No & Date .....

4. Ph.D. Registration date: DD/MM/YYYY

5. Name of Department .....

6. Name of Research Centre .....

7. Name of University .....

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(Three Member Committee should provide detail report for JRF (2 years) period with respect to following points)

- Course Work Completion Status
  - Research proposal
  - literature review
  - Research methodology design
  - Data collection tool design
  - Data collection process
  - Research paper presentation & publication
  - Poster presentation
  - Participation in seminars, conferences & workshops
  - Benefit to society
  - Any other tasks related to research topic.
-

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Mr./ Mrs./Ms. \_\_\_\_\_ may be upgraded from BANJRF to BANSRF for the Period of one year, w.e.f. DD/MM/YYYY to DD/MM/YYYY as his/her research work is found outstanding/very good/ satisfactory.

**Signature**

Name of Head of Department:

Date:

Seal or Stamp of HOD -

**Signature**

Name of Guide/Supervisor –

Date:

Seal or Stamp of Guide/Supervisor

**Signature**

Name of Outside Subject Expert  
(Other than same University/ Institute/ College)

Date

Seal or Stamp of

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**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE (BARTI),  
PUNE**

**Extension Certificate - Annexure-VI**

1. **Dr. Babasaheb Ambedkar National Research Fellowship (BANRF- 2019)**
2. Award letter No & Date .....
3. M.Phil. / Ph.D. Registration date: DD/MM/YYYY.
4. Extension given for the period of: - DD/MM/YYYY to DD/MM/YYYY

This is to certify that, Mr./Miss/Mrs. .... has joined the Department of ..... & his / her research centre is ..... which is affiliated to ..... University for doing Part time / full time M.Phil. /Ph.D. in the Subject (Research title) of .....

The research scholar has completed ..... Months /Years, but due to (Mention the reason for extension) ..... he/she needs..... Months /Year more than her academic tenure.

The Department has given extension for the period from DD/MM/YYYY to DD/MM/YYYY to complete his/her remaining research work. **He/she is fully aware & agreed that, No fellowship benefits will be provided during this tenure by BARTI.**

Signature  
Name of the Fellow:  
Date:

Signature  
Name:  
Date:  
**Guide/ Supervisor :**

Signature  
Name of HOD:  
Date:  
**Head of Department (Seal) :**

Signature  
Name:  
Date:  
**Registrar / Director /Principal:  
(Seal of University / Institution / College)**



**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE (BARTI),  
PUNE**

**Attendance Sheet - Annexure -VII**

- 
1. **Dr. Babasaheb Ambedkar National Research Fellowship (BANRF- 2019)**
  2. Name of the Fellow:.....
  3. Award letter No & Date: .....
  4. M.Phil. / Ph.D. Registration Date: DD/MM/YYYY
  5. Name of Research Centre:
  6. Name of Department:
  7. Period of Attendance: DD/MM/YYYY to DD/MM/YYYY
- 

This is to certify that, Mr./Miss/Mrs.....has joined the Department of ..... & his / her research centre is ..... which is affiliated to ..... University for doing Part time / full time M.Phil. /Ph.D. in the Subject (Research title) of .....

Total number of working days of research Fellow during the period (month-wise) as below

|                            |  |  |  |  |  |  |  |
|----------------------------|--|--|--|--|--|--|--|
| <b>Months</b>              |  |  |  |  |  |  |  |
| <b>No. of working Days</b> |  |  |  |  |  |  |  |

- a) With fellowship, number of days: \_\_\_\_\_  
from DD/MM/YYYY to DD/MM/YYYY.
- b) Without fellowship, number of days: \_\_\_\_\_  
from DD/MM/YYYY to DD/MM/YYYY.



---

Signature  
Name of the Fellow:  
Date:

Signature  
Name:  
Date:  
**Guide/ Supervisor :**

Signature  
Name of HOD:  
Date:  
**Head of Department (Seal) :**

Signature  
Name:  
Date:  
**Registrar / Director /Principal:  
(Seal of University / Institution / College)**



**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE  
(BARTI), PUNE**

**Fellowship / House Rent Allowance Utilization certificate - Annexure- VIII**

**1. Dr. Babasaheb Ambedkar National Research Fellowship (BANRF) - 2019**

2. Name of the Fellow: .....

3. Award letter No. & Date .....

4. Date of Registration : DD/MM/YYYY

5. Duration of Expenditure: DD/MM/YYYY to DD/MM/YYYY

This is to certify that, Mr./Miss/Mrs. \_\_\_\_\_,

has received fellowship/ House Rent Allowance amount as per below on date DD/MM/YYYY

from BARTI under Dr. Babasaheb Ambedkar National Research Fellowship (BANRF) – 2019.

The received fellowship/ House Rent Allowance amount has been utilized for the purpose of said research only or for which it was sanctioned in accordance with the terms and conditions laid down by the BARTI, Pune. Details of expenditure in respect to fellowship/ House Rent Allowance is as below.

| Sr. No       | Details              | Amount |
|--------------|----------------------|--------|
| 1            | Fellowship Amount    |        |
| 2            | House Rent Allowance |        |
| <b>Total</b> |                      |        |

If, as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularize the objected amount.

---

Signature  
Name of Candidate:  
Date

Signature  
Name of Guide/Supervisor:  
Date:  
Seal:

Signature  
Name of HOD:  
Date:  
Head of Department (Seal)

Signature  
Name:  
Date:  
**Registrar/ Director/Principal :( Seal of  
University / Institution / College**



**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE (BARTI),  
PUNE**

**Research proposal /Synopsis - Annexure - IX**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| <b>Candidate Name:-</b>       |                                           |
| <b>M.Phil. / Ph.D.:-</b>      |                                           |
| <b>Subject of Research:-</b>  |                                           |
| <b>Research Centre:-</b>      |                                           |
| <b>University Name :-</b>     |                                           |
| <b>Date Of Registration:-</b> |                                           |
| <b>Guide Name :-</b>          |                                           |
| <b>Department:-</b>           |                                           |
| <b>HOD :-</b>                 |                                           |
| <b>Research Title:-</b>       | -----<br>-----<br>-----<br>-----<br>----- |

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## **Format for Preparing a Research Proposal-**

The Title of the project should be concise (with sub-title, if any) reflecting the scope of the investigation.

|                                          |                                                                                                                                                                                                                                           |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Aim of the Project:</b>               | The broad aim of the project should be clearly mentioned.                                                                                                                                                                                 |
| <b>Statement of the Problem:</b>         | The problem to be investigated should be clearly contextualized in the theoretical framework of the discipline                                                                                                                            |
| <b>Overview of Literature:</b>           | The problem identified should be logically linked to other studies on the subject in the literature.                                                                                                                                      |
| <b>Significance of the study:</b>        | Explain the need for the present investigation.                                                                                                                                                                                           |
| <b>Conceptual Framework:</b>             | The concepts to be used, their relevance and applicability to the study and their operationalization should be indicated.                                                                                                                 |
| <b>Research Questions or Hypotheses:</b> | The research questions to be answered/ addressed need to be clearly stated.                                                                                                                                                               |
| <b>Research Methodology :-</b>           |                                                                                                                                                                                                                                           |
| <b>(a) Coverage:</b>                     | The proposal should clearly indicate the universe of the study, sampling frame, sampling methods, sampling size, units of observation etc.                                                                                                |
| <b>(b) Data Collection:</b>              | The proposal should indicate sources of data, types of data, tools and techniques for collection of various categories of proposed data.                                                                                                  |
| <b>(c) Data Analysis:</b>                | It should indicate the statistical techniques, if any, proposed to be used in data processing, specific packages for data analysis, content analysis, indices/scaling techniques proposed to be used etc.                                 |
| <b>Implications:</b>                     | The proposal should state whether this research would bring forth any suggestions for policy making either for the region concerned or the country, any methodological innovations or contribute to theory building.                      |
| <b>Plan of Research:</b>                 | Tentative Timeline                                                                                                                                                                                                                        |
| <b>References:</b>                       | The proposal should include a 'List of References' mentioned in the text along with other important recent additions to the literature on the theme. The references should indicate the author, title, publisher and year of publication. |

### **Instruction:**

1. The expected length of the research proposal should be in 6 to 8 A-4 size pages.
  2. The Details of researcher & topic should be printed on the cover page of the research Proposal.
  3. Candidate should not mention his/her name, Department, University or any other information anywhere on research proposal, except cover page.
  4. The Research Proposal can be submitted in English /Marathi/ Hindi language.
-



**DR. BABASAHEB AMBEDKAR RESEARCH & TRAINING INSTITUTE (BARTI),  
PUNE**

**Continuation certificate - Annexure - X**

- 
1. **Dr. Babasaheb Ambedkar National Research Fellowship (BANRF- 2019)**
  2. Award letter No & Date .....
  3. M.Phil. / Ph.D. Registration date: DD/MM/YYYY
  4. Research Centre .....
  5. University .....
- 

This is to certify that Mr./Mrs./Miss .....  
has continuously working in the subject of .....in the Department  
..... under the above scheme for the period from DD/MM/YYYY  
to DD/MM/YYYY.

Signature  
**Name of the Candidate:**  
Date:

Signature  
Name:  
Date:  
**Guide/ Supervisor :**

Signature  
Name:  
Date:  
**Head of Department  
(Seal) :**

Signature  
Name:  
Date:  
**Registrar / Director /Principal:  
(Seal of University/Institution /College)**

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