

# BALLARI INSTITUTE OF TECHNOLOGY & MANAGEMENT

Autonomous Institute Under Visvesvaraya Technological University, Belagavi

(Recognized by Govt. of Karnataka and approved by AICTE, New Delhi)

"Jnana Gangotri" Campus, #873/2, Ballari-Hosapete Road, Near Allipura, Ballari-583104.

## Research and Development Cell

### Policy on Incentives

A common policy on incentives for publications, patents, book, books chapter, e-content, research projects, seed money, financial assistance to attend professional development, professional membership and etc.,

Revision 1.0

January 2025

Prepared by

R&D Cell

# Table of Contents

Incentive Scheme	Page No.
<b>Preamble and Objectives</b>	3
<b>Policy Guidelines</b>	4
<b>1.Incentive for Research Publications</b>	5
<b>2. Incentives for Presentation of Research Papers in Conferences</b>	5
<b>3.Incentives for Publications of Books</b>	5
<b>4.Incentive for Conducting Training Programs</b>	6
<b>5.Incentive for Product Development</b>	6
<b>6.Incentives for Patents Published, Grants and other IP Assets</b>	6-7
<b>7.Incentive for development of E-content</b>	8
<b>8.Incentive for Generation of Research Grants</b>	8
<b>9.Incentive for Consultancy work</b>	8
<b>10.Incentives for Professional Body Membership</b>	8
<b>11.Seed Money Grant</b>	8-9
<b>12.Incentive for Scholars / Students to attend Conferences / Competitions</b>	10
<b>13.Incentive for Students winning National level/ state level poster presentation / Project competition / Hackathons</b>	10
<b>14.FDP / SDP for students and faculty members</b>	10
<b>15. Best Researcher Award</b>	10
<b>16.Innovation Award</b>	11
<b>17.PhD Contingency &amp; Best PhD Thesis Award</b>	11
<b>18. Best Project Award</b>	12
<b>19.To attract GATE / NET qualified candidates</b>	12
<b>20.Recruitment of Research Assistant (RA)</b>	12
<b>21.Sabbatical leave</b>	12
<b>22. Incentive claim procedure</b>	12
<b>23.Amendments</b>	13

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## Preamble

The knowledge-driven economy is impacting all aspects of our lives, including teaching and learning environments. Nowadays, academic institutions are expected not only to provide skilled human capital but also to drive research and innovation. Research conducted at academic institutions worldwide has significantly benefited science, the economy, industry, and various other fields. Institutions that produce high-quality scientific research have a positive impact on the growth of local high-tech start-ups, improved funding, and enhanced collaboration opportunities. In this dynamic global context, Ballari Institute of Technology and Management, Ballari, is committed to enhancing the research culture through essential initiatives such as incentive policies that address various aspects of research and innovation

This document outlines the revised incentive policy designed to promote accountability and transparency in research activities. The policy aims to establish a framework that encourages and supports research efforts among faculty, students, and staff. It provides a comprehensive structure for research-related tasks, with the following objectives:

**Encourage Research Excellence:** Provide financial incentives and recognition for high-quality research that contributes to scientific advancement, societal impact, and innovation in relevant industries.

**Promote Interdisciplinary Collaboration:** Support collaborative research efforts across disciplines, fostering a conducive environment for groundbreaking research and innovation.

**Recognize Contributions to Industry and Society:** Acknowledge research that leads to practical applications, such as patents, prototypes, start-up development, or other outcomes benefiting the economy and society.

**Enhance Student and Faculty Engagement:** Motivate students, faculty, and staff to participate actively in research by offering incentives for publications, conference participation, research projects, and other scholarly activities.

**Support Research Funding and Resources:** Encourage the submission of proposals for external funding by offering incentives linked to securing research grants and collaborating with industry partners.

**Foster a Transparent and Accountable Research Environment:** Establish clear criteria for awarding incentives based on transparent, merit-based assessments of research outputs, ensuring fairness and equity

## Application of the Policy

This policy applies to all regular teaching faculty members and students across all departments of the Institute.

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## Policy Guidelines

### 1. Research Integrity

All research activities must be conducted with the highest level of integrity and adherence to ethical principles. Researchers are required to comply with the Institutions' Code of Ethics for Research.

### 2. Funding

Researchers must apply for grants and other sources of funding through the Research and Development (R&D) Cell, which will provide guidance and support in preparing grant proposals.

### 3. Intellectual Property

Researchers must adhere to the institution's policy on intellectual property and sign agreements that assign ownership rights to the institution or other parties, as applicable.

### 4. Research Collaboration

The R&D Cell will facilitate research collaboration by creating opportunities for joint research projects and organizing research seminars and conferences.

### 5. Research Dissemination

Researchers are required to publish their research outcomes in reputable academic journals and present their work at national and international conferences. Each department, in consultation with senior faculty members, will prepare and announce a list of suitable journals and conferences, and a copy of this list will be sent to the R&D Cell.

### 6. Research Facilities and Resources

The R&D Cell will coordinate the allocation of research resources, ensuring they are used efficiently and effectively for the advancement of research activities.

### 7. Reporting and Evaluation

The R&D Cell will monitor and evaluate research activities and outcomes to ensure compliance with institutional policies and to identify opportunities for improvement.

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## Incentive Policy

### 1. Incentive for Research Publications

1.1. Publications will be considered for incentive as specified in the below table only if they are indexed in **Web of Science or Scopus Databases**.

Journal Publication Quartile	Incentive in (Rs)
Q1	25,000
Q2	20,000
Q3	15,000
Q4	10,000

1.2. In cases where a paper has multiple authors, the incentive will be equally distributed among all authors.

1.3. Faculty members are strongly encouraged to publish papers exclusively in reputed journals and to refrain from publishing in paid journals.

1.4. The published paper must list “**Ballari Institute of Technology and Management, Ballari**” as the official affiliation.

1.5. The online publication date will be considered as the official date of publication.

### 2. Incentives for Presentation of Research Papers in Conferences

2.1. Only Scopus/WoS indexed Conferences are considered for reimbursement including 50 % registration fee.

2.2. TA/DA will be paid as per the Institute norms.

2.3. In case of joint authorship only one faculty can avail the facility.

2.4 Full reimbursement of conference registration charges if the college is the host for the conference

### 3. Incentives for Publications of Books

3.1. Full Book – International Publisher (McGraw Hill, Prentice Hall, Oxford University Press, Cambridge University Press, MIT Press, Princeton University Press, Stanford University Press, Thomson Reuters, Pearson, Elsevier, Springer Nature, Wiley, Taylor & Francis) – Rs. 20,000/-.

3.2. Full Book – Reputed National Publisher (Wiley India, Taylor and Francis India, Springer India, Pearson Education India, SAGE publication India, Oxford University Press India, Cambridge University Press India, MacMillan India Ltd, Penguin Random House India) with ISBN / ISSN number – Rs. 15,000/-

3.3. Contribution of book chapters (International Publisher with ISBN/ISSN Number) – Rs. 5,000/-

3.4. Conference papers as book chapters will not be considered under this category.

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## **4. Incentive for Conducting Training Programs**

4.1. If any faculty member conducts any training program to any industry / institution, then **25%** of the total revenue generated will be given as incentive.

4.2. The applicable TA / DA for the trainer from the institution offering training outside the campus / State will be provided by the institution.

## **5. Incentive for Product Development**

5.1. Incentive of Rs. 50,000/- will be given to the faculty / student who will develop the product and does the **commercialization**.

5.2. It is required to add "**Ballari Institute of Technology and Management, Ballari**" as the Co-Inventor.

## **6. Incentives for Patents Published, Grants and other IP Assets**

6.1. To qualify for the incentives mentioned, the IP must be registered under the institution's name or as jointly owned by the institution and the inventor(s).

6.2. All IP creation must align with the institution's IP policy and be disclosed to the institution's Research & Development (R&D) cell.

6A. The institution shall provide full financial assistance for the Indian patent process up to the grant.

6A (1). The institution, **Ballari Institute of Technology and Management, Ballari** shall be listed as one of the applicants in the patent filing.

6A (2). In the case of technology transfer for commercial purposes, the royalty earned from the awarded patent shall be shared between the institution and remaining applicant(s) in a **40:60** ratio.

## **6B. Copyright**

Faculty members and students who register copyrights for original works (books, software, research papers, artistic works, etc.) shall receive an incentive of Rs. 5000/- for each successful copyright registration.

## **6C. Design Certificates**

Faculty members and students who successfully obtain design certificates for new and innovative designs will be rewarded with an incentive of Rs. 5000/- per design registered.

## **6D. Trademarks**

Faculty or students who successfully register trademarks related to the institution's intellectual property will receive an incentive of Rs. 5000/- per trademark registration.

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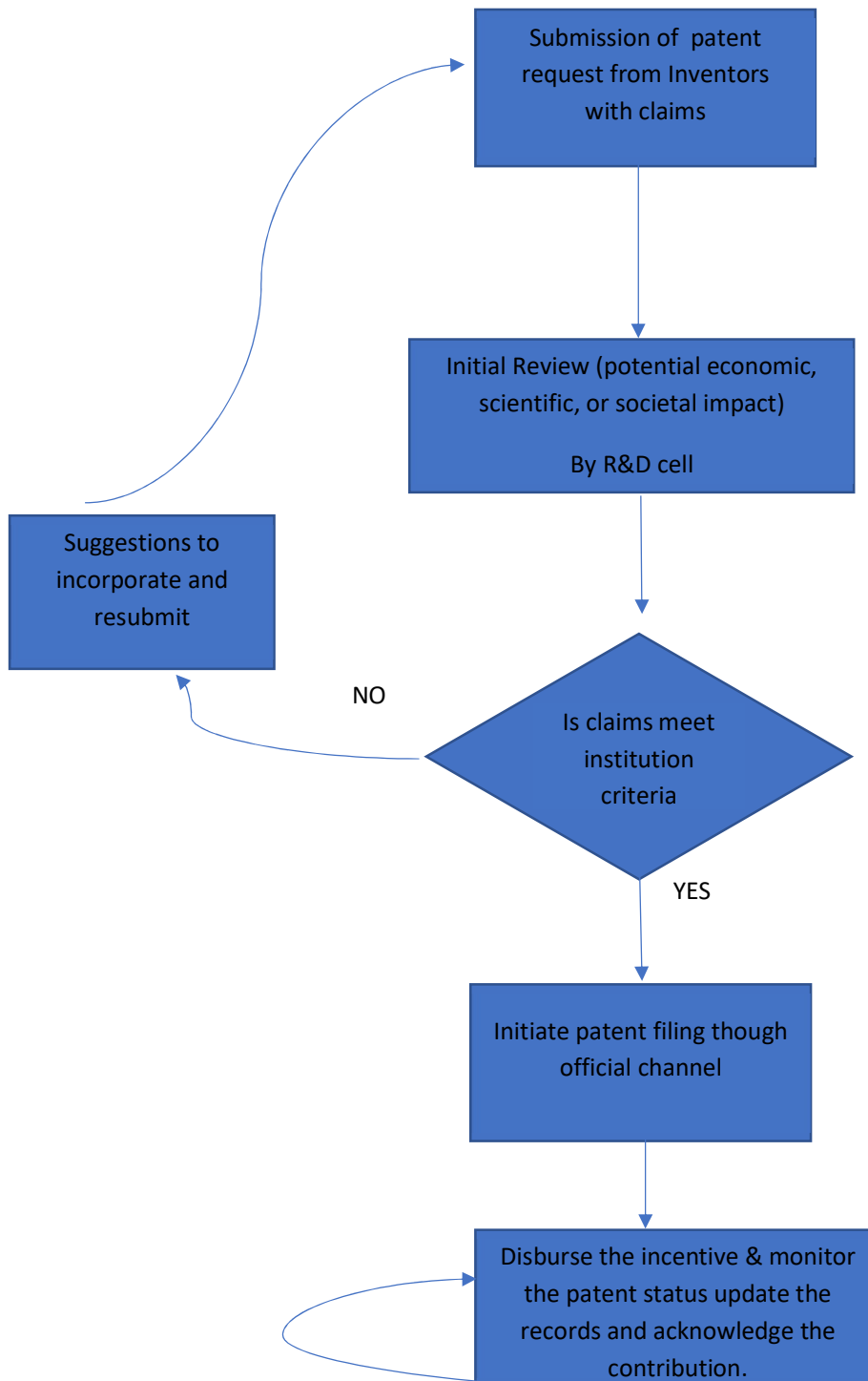
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6.3. All the Intellectual Property Rights registration processes must follow the official channels and procedures as defined by the institution.

## Process for seeking patent assistance



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## 7. Incentive for development of E-content

Faculty members with a minimum of five years of teaching experience in the relevant discipline are encouraged to develop E-Content for platforms such as PG Pathshala, CEC, SWAYAM, NPTEL, NMEICT, or any other government initiatives. An incentive of **Rs. 10,000/-** will be awarded for each complete course developed (minimum of 1 credit).

## 8. Incentive for Generation of Research Grants

A **10%** share of the total grant amount shall be allocated to the investigators for securing funding from government or private-sponsored projects, both from India and abroad.

## 9. Incentive for Consultancy work

A **50%** of the total revenue generated through consultancy shall be allocated as an incentive to the faculty member(s) who secures the consultancy work and utilizes institutional resources.

## 10. Incentives for Professional Body Membership

10.1. Faculty can apply for membership fee reimbursement in any one of the Professional Society / International body or Organization.

10.2. This incentive is subjected to the budget availability and as per recommendation by the committee constituted by the Director.

## 11. Seed Money Grant

To encourage faculty members to carryout research, try their novel research ideas and to prove /test their conceptual ideas, research grants in the form of seed money are provided.

<b>Purpose</b>	Seed money to support preliminary studies /proof of concept
<b>Eligibility</b>	Any faculty with minimum of <b>5 Years</b> of Experience with no prior funding from the Institution
<b>Funding Amount</b>	Normally upto Rs.5,00,000(Rupees 05 Lakhs) for a maximum period of <b>2 to 3 Years</b> . The duration of the grant may be further extended by another year after a complete review of the deliverables.
<b>Deliverables</b>	<ul style="list-style-type: none"><li>• Deliverables as specified in the proposal</li><li>• Project outcome report.</li><li>• At least one manuscript for publication and A paper publication at International Conference</li><li>• Follow up Grant proposal for external funding</li></ul>



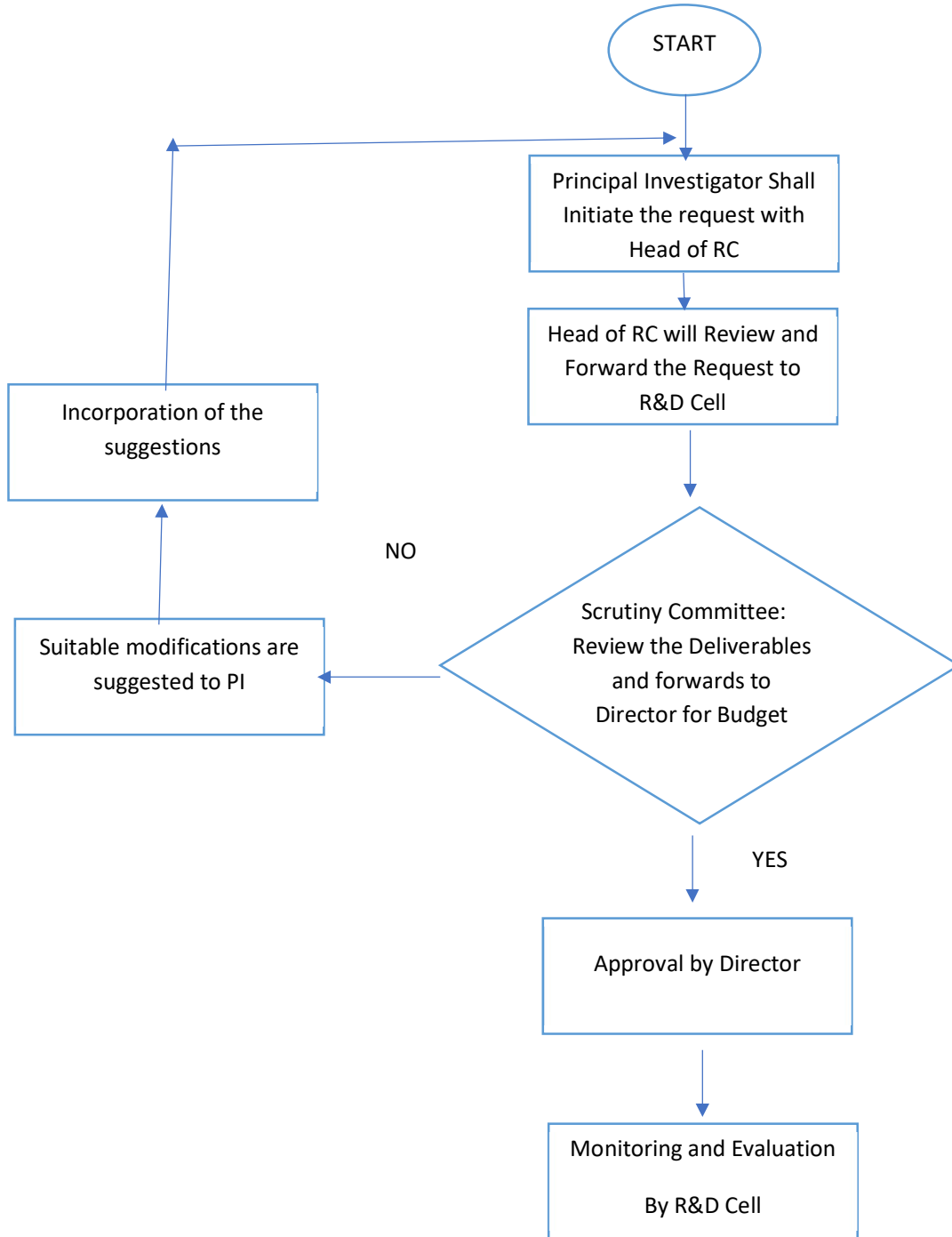
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## Process for Seeking Seed Money



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## 12. Incentive for Scholars / Students to attend Conferences / Competitions

12.1. Full conference/competition registration fees will be provided to the research scholars/students

12.2. TA/DA as per the institution norms.

12.3. In case of joint authorship only one student in the author list can avail the facility.

## 13. Incentive for Students winning National level/ state level poster presentation / Project competition / Hackathons

13.1. An incentive of Rs. 10,000/- will be awarded for winning the 1st, 2nd, or 3rd prize in **International or National-level** conferences, symposia, seminars, project competitions, or hackathons.

13.2. An incentive of Rs. 7,000/- will be awarded for winning the 1st, 2nd, or 3rd prize in **State-level** conferences, symposia, seminars, project competitions, or hackathons.

13.3. An incentive of Rs. 5,000/- will be awarded for winning the 1st, 2nd, or 3rd prize in **Zonal-level** conferences, symposia, seminars, project competitions, or hackathons.

## 14. FDP / SDP for students and faculty members

14.1. Registration fees will be reimbursed.

14.2. TA/DA will be provided as per the institution's norms.

14.3. Reimbursement will be processed upon submission of all relevant bills, including the registration fee payment receipt, travel tickets, and any other bills for the amount claimed.

## 15. Best Researcher Award (Faculty wise / Dept. wise)-

[In honor of Dr C V Raman on February 28 -National Science Day].

15.1. The institution recognizes the research contributions of its faculty members by granting the "**Best Researcher Award**" for achievements in paper publications, funded projects, patents, and consultancy.

15.2. This award will be presented to the faculty member who earns the highest points within a calendar year (from January 1st to December 31st).

15.3. Points will be calculated based on achievements within the respective calendar year.

15.4. The faculty member must have published at least **one paper in a Q1/Q2 journal**.

15.5. The award includes an incentive of Rs. 10,000/- along with a certificate.

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15.6. Faculty will be selected based on the following:

## Q1 Journal Publication

1st author – 10 Points, 2nd author / corresponding author– 7 points, 3rd author & above – 5 points

## Q2 Journal Publication

1st author – 8 Points, 2nd author/corresponding author– 6 points, 3rd author & above – 4 points

Conference Publication (Scopus indexed)

1st Author – 2 points, 2nd or corresponding Author - 1 Point , 3rd and 4th Author – 0.5 Point, Above 4th author – 0.25 Point

## Funded Projects:

(Grant sanctioned in the Calendar Year) More than 50 Lakhs – 30 points

40-50 Lakhs – 25 points

30-40 Lakhs – 20 points

20-30 lakhs – 15 points

10-20 lakhs – 10 points

< 10 lakhs – 5 points

## Patents

Published – 5 points per patent published

Granted – 10 points per patent granted

## Consultancy

More than 10 Lakhs – 20 points

10-8 Lakhs – 18 points

8-6 Lakhs – 15 points

6-4 Lakhs – 10 points

4-2 Lakhs – 7 points

< 2 Lakhs – 5 points

## 16. Innovation Award [On 21<sup>st</sup> April -World Creativity and Innovation Day]

Any faculty member or student who develops and successfully commercializes a product in the market will be eligible to receive the "Innovation Award."

## 17. PhD Contingency & Best PhD Thesis Award

17.1 Full-time and part-time research scholars will be awarded a one-time contingency amount of Rs. 25,000 at the time of thesis submission.

17.2 Upon completion of the Ph.D., the research scholar must upload the thesis to the Shodhganga portal <https://shodhganga.inflibnet.ac.in/simple-search> .

17.3. The "Best PhD Thesis Award" will be granted to scholars who have published a **minimum of 4 Q1/Q2** journal papers and 2 Scopus/WoS-indexed conference papers based on their thesis.

17.4. The scholar must be the first author on all the papers.

17.5. The award includes an incentive of **Rs. 10,000/-** and a certificate for the PhD scholar.

17.6. The PhD guide will be recognized with the "Best PhD Thesis Supervisor Award" and a certificate of appreciation.

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## 18. Best Project Award

18.1. The "Best Project Award" will be granted to UG/PG student projects that have resulted in the publication of one or more Q1 journal papers.

18.2. The award includes an incentive of Rs. 5,000/- and a certificate for the student(s).

18.3. The project guide will be recognized with a certificate of appreciation.

18.4. Nominations for the award must be submitted to the committee constituted by the Director.

## 19. To attract GATE / NET qualified candidates

19.1. A scholarship of Rs. 20,000/- will be provided to full-time PhD scholars who meet the following criteria:

a. Qualified UGC NET or GATE.

b. Have a CGPA greater than 8.5 in UG/PG.

19.2. Accommodation and food charges will be applicable as per the recommendations of the Director, BITM.

## 20. Recruitment of Research Assistant (RA)

20.1. The institution encourages recruitment of Research Assistant preferably from IITs and NITs to attract skilled and committed individuals who contribute to high-quality research.

20.2. The roles of RAs will be clearly defined, with specific responsibilities and expectations established by the Head of the Research Centre.

20.3. Candidates will be assessed based on their qualifications, technical expertise, and research integrity.

20.4. The RA will receive a stipend of 18,000/- per month.

## 21. Sabbatical leave

4 to 12 weeks of Sabbatical leave for faculty to visit /work research labs once in 3 years.

## 22. Incentive claim procedure

22.1. The claimant/faculty shall submit the following hardcopies to the R&D office, duly forwarded by the Head of the Department (HoD):

a) Request letter addressed to Director through R&D

b) First page of publication/book/book chapter/patent detail/project sanction letter, etc.

22.2. The claimant/faculty must submit their claims by the 1st of every month for the previous month's claims.

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22.3. Before forwarding the request for claim, the faculty member is required to upload the relevant evidence (soft copies) via the shared link or QR code mentioned at the end of this policy document.

## 23. Amendments

This policy will be reviewed periodically to ensure its relevance and effectiveness. Any amendments or updates will be made to better align with institutional priorities and feedback from stakeholders.

## 24. Entry into the force of this policy

This policy shall come into effect on 01-01-2025 and will remain in force until further revisions or amendments are made.

Approved and signed by



Director  
Ballari Institute of technology & Management  
Bellary

Link to upload evidences: <https://forms.office.com/r/LeeVBBsUqx>

Patents & Research Publications  
Details

