

No.CUK/ACAD/-IV/F3758/1/2025-26/1782

18th August, 2026

CIRCULAR

Sub: Subject: Routing of Research Grant Proposals and Related Financial Transactions through the Research & Development Cell – Reg.
Ref: Hon'ble Vice Chancellor's approval dated 14.08.2026.

It is hereby informed to all Faculty Members of the Central University of Karnataka that, in order to ensure uniformity, and systematic maintenance of records relating to research grants and funded academic/research activities, all proposals/applications for research grants and financial assistance for organizing **International/National Seminars, Conferences, Workshops, Symposia, and other research-related academic activities** shall henceforth be routed through the **Research & Development (R&D) Cell** of the University.

1. Submission of Proposals: All proposals/applications seeking research grants or financial assistance from various funding agencies shall be submitted and processed through the Research & Development (R&D) Cell of the University.

2. Maintenance of Records: The R&D Cell shall maintain complete and updated records pertaining to research grant proposals, sanctions/approvals, correspondence with funding agencies, release and utilization of funds, utilization certificates, and all other related documents.

3. Drawing of Advance: Upon receipt of approval/sanction of the research grant or financial assistance, the concerned Faculty Member may draw the requisite advance, subject to the applicable University rules, financial procedures, and terms and conditions of the funding agency, for carrying out the approved research project/event/activity.

4. Settlement of Advance: The settlement of the advance drawn, along with the requisite bills, vouchers, utilization certificates, and other supporting documents, shall be routed through the R&D Cell for verification, proper record, and further necessary action as per the prescribed rules and procedures.

All Faculty Members are, therefore, requested to adhere to the above procedure with immediate effect and ensure that all research grant proposals/applications and related financial transactions are routed through the Research & Development Cell.

This issues with the approval of the Competent Authority.

Copy to:

1. All Dean / HoDs,
2. PS to Vice Chancellor for kind information.
3. Rajbhasha section for Translation
4. Concerned File.


REGISTRAR

17/8/26

कुलसचिव / REGISTRAR
कर्नाटक केन्द्रीय विश्वविधालय
Central University of Karnataka
कलबुरगी / KALABURAGI