Proposal for Book-Writing Support

Faculty members can avail book writing support from the Institute. The guidelines for the support of book writing project are as follows:

1. Title of the book:

2. Author/s (including co-authors) of the book:

3. Provide brief description about the proposed book including the preface and the table of contents:

4. Details of the publisher:

5. Briefly state the review process followed by the publisher of the book to accept the manuscript for publication as a book:

6. Indicate the extent to which the book-writing project is supported by any external agency (if any):

7. Research Assistant (RA) Requirement Details:
   If you are requesting funds to hire RAs, please help the review team understand your requirements. While budgeting for the RA salary, please follow the guidelines provided by the Dean (Faculty) (see Annexure 1)

   a. How will the RA support your Book writing project? Please discuss the type of research tasks that the RA is expected to perform in this project.
   b. What skills does the RA need to have to help with your book writing project?

8. Total requested support (with break up):

9. Details of how the applicant plans to spend the financial support requested from R&P. Describe the nature of research assistance required to complete the proposed book:

10. Include the letter of acceptance from the publisher:

11. Sign the following declaration: "If in any event the book does not get published by the original or any other reputable publisher, completed chapters would be registered with the Institute as teaching notes".

Date: Signature of the author

Annexure 1: Guidelines for Project Staff (RA) Salary

The guidelines for the Project Staff (RA) Salary with effect from **April 1, 2021** will be as follows.

Sr.No.	Criteria	Proposed Monthly Base Salary Range (INR)`
1	Intern	10,000/- to 15,000/-
2	Completed Bachelor's degree	25,000/- to 35,000/-
3	Completed Master's degree or professional degree (CA/CS/CMA/LLM etc.)	30,000/- to 45,000/-
4	Ph.D. degree	75,000/- to 90,000/-

Additional salary to be given with the Base Salary:

Criteria	Additional Payout `(INR)
Candidate with prior Research Experience (at least six months, and experience shall be of post qualification mentioned in above table) relevant to the project	5,000/- to 10,000/-
Candidates having special skill set in data analysis, visualization tools, software/applications, technical skills, professional & specialization certification etc. Project Leader may decide the additional weightage as per the requirement of the project and subject to availability of the funds.	5,000/- to 10,000/-

Note:

1. In case of recruitment of any Research Associate or Research Assistant (RA) in any of the projects where the salary of the RA is more than Rupees One Lakh a committee comprising Chairperson of the relevant area and the Dean (Faculty) shall be constituted. The committee will meet the project leader in order to understand the rationale for offering a higher salary and prepare a report. The final decision will be taken by the director based on the report of the committee.

2. In case of any RA Recruitment where higher salary is being offered, prior approval is to be sought from the director with proper justification.

3. Consolidated lump-sum salary for a specific project (for example, case-writing RAs) may be allowed, but such proposals should also provide an estimate of the time required.