

File No. 2/1/CDMPS/2016-R&A
Ministry of Corporate Affairs
Government of India

Ministry of Corporate Affairs (MCA) is inviting research proposals with the primary objective of "Funding Research and Studies, Workshops and Conferences etc." This shall be done by way of sponsoring Research, Studies and Surveys etc. with a view to extract knowledge from data that will eventually inform policy and facilitate decision making in a market driven economy in areas related, *inter alia*, to corporate growth and corporate functioning in the overall macro-economic perspective. The detailed guidelines for funding 'Research and Studies, Workshops and Conferences etc.' are given at Annex-II. The research proposals should be submitted in the prescribed format as in Annex-I. Research Proposals received on or before 25th November, 2016 will be considered for funding in first week of December, 2016. Proposals, queries, clarifications etc. may be mailed at cdm.research@mca.gov.in.

Format of the Research Proposal

- *Expected length of the research proposal should not exceed more than 5 pages and shall be in the format as stated below:*

I. Title

The title of the planned research project. While the title should be brief, it should be accurate, descriptive and comprehensive, clearly indicating research area. A realistic time frame in which it is planned to complete the project may also be given.

II. Objective/Background to the Problem

(i) This section should precisely cater to the questions such as "What problem do I want to address or what question(s) do I want to answer?" Also elaborate on the variables and their relationships. Elaborate on the question "Why this problem or question is important?"

III. Literature Review

In this section give a literature review covering "Who else has worked on this or similar problems?" / "What methods were used?" / "What were the results or conclusions of previous research?" etc.

(ii) Also show the relevance of your research vis-a-vi other researches that have been done.

IV. Research Design and Methodology

This section should explain in detail how it is intended to approach and proceed with the study. This is a very important part of the research outline and should receive a lot of attention. It may well be the longest section of your proposal. Give detailed information about how you intend to answer your research questions. Give answers to questions such as "How will I limit my study?"/ "What data do I need to collect?"/ "What statistical methods/techniques will I use to collect the data and how will I justify them?"/ "How will I analyze my data?"/ "The controls you will introduce"/ "Ethical issues" etc.

V. Expected Results and output of the study

(i) Should highlight the expected findings from your study and what results do you expect from your research?

(ii) In this section, elaborate on how data will be used to answer your research question(s), to make generalizations, to defend assertions, to examine possible alternative outcomes to construct a plausible argument.

VI. Costing and Timelines

Indicate the costing/ financial implications for your study. The timelines of the project should be aligned with the schedule of disbursement of grants indicated in the prescribed guidelines.

Annexure-III

**GUIDELINES FOR FUNDING RESEARCH AND STUDIES,
WORKSHOPS AND CONFERENCES ETC. UNDER THE PLAN SCHEME
"CORPORATE DATA MANAGEMENT" OF THE
MINISTRY OF CORPORATE AFFAIRS**

I. INTRODUCTION

1.1. "*Funding Research and Studies, Workshops and Conferences etc.*" is conceived as a component part of a Central Sector Plan Scheme, titled "*Corporate Data Management*" proposed to be implemented by the Ministry of Corporate Affairs. The major focus is to utilise the wealth of data available with the Ministry of Corporate Affairs by way of sponsoring Research, Studies and Surveys etc. in areas related, *inter alia*, to corporate growth in overall macro-economic perspective.

1.2. This would also include funding of Seminars, Workshops, Conferences, Symposia and Publications (Reports, Books and Monographs) which extract knowledge primarily from the MCA database and other sources, having implications for corporate governance and faster, sustainable and inclusive growth.

1.3. This is to be implemented by the Research and Analysis Division of the Ministry, under the supervision of a "Technical Committee" constituted under Paragraph 3.1 below.

1.4. The procedure for approving grant-in-aid, monetary ceilings, advances, instalments etc. would be as prescribed in the following paragraphs. Aspects not directly covered in these guidelines will be regulated by the provisions of the *General Financial Rules* of the Government of India.

II. OBJECTIVES

2.1. The primary objective of "*Funding Research and Studies, Workshops and Conferences etc.*" is to better utilise the repository of corporate sector data available with the Ministry under the MCA21 e-governance system, with a view to extract knowledge from data that will eventually inform policy and facilitate decision making in a market driven economy. The following illustrative list of themes for research, studies, conferences etc. has been identified :

- (i) Financial Inclusion and shareholders democracy;
- (ii) Corporate Bond Markets;
- (iii) Investor Protection and Investor Education;
- (iv) Performance of corporates (contribution to GDP, investment, revenue, profitability etc.);
- (v) Corporate governance;

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- (vi) Corporate social responsibility;
- (vii) Competition law and practice;
- (viii) Consumer protection vis-à-vis corporate functioning;
- (ix) Transparency in corporate functioning;
- (x) Ease of Doing Business; and
- (xi) Social Audit of corporate sector functioning.

2.2. Research, Studies and surveys, Publication (Reports, Books and Monographs) of results of Research Studies, and Dissemination of knowledge (Seminars, Workshops, Conferences and Symposia at the National level or international level) acquired/ built through results of Research Studies, whether undertaken through funding under these guidelines or otherwise, on the above subjects, fulfilling the objectives will be considered for grant-in-aid, under these guidelines.

2.3. The purpose of Seminar etc. should be to:

- (a) stimulate an informed discussion or debate on research themes/topics, essential to corporate sector growth, enlightened regulation and positioning of corporates as responsible citizens, and
- (b) identification of problems and identification of remedial measures to pre-existing problems that would help corporate sector growth and/or re-orient practices of the Government/ corporate sector,

with active participation of, and partnership with the institutes of repute, as well as renowned names in the relevant field.

2.4. The proposals for conducting Research, Studies, Surveys, Publication (Reports, Books and Monographs), holding of Seminars, Workshops, Conferences and Symposia etc. are referred to as 'proposals' hereinafter in these guidelines.

III. APPROVAL PROCESS

3.1. All proposals (whether proposed by the Ministry itself or received from the Applicants) would be placed for consideration of grant-in-aid before the Technical Committee, consisting of:

Economic Adviser, MCA	Chairperson
Director (IFD), MCA	Member
Director (Statistics), MCA	Member
Two Non-official Experts to be nominated by the Inter-Ministerial Advisory Group	Members
Director (R&A), MCA	Member-Secretary

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3.2. The functions and powers of the Technical Committee will be :

- (i) The Technical Committee may add to, delete from, or otherwise amend, the above list of issues/ themes/ topics in Paragraph 2.1;
- (ii) The Technical Committee may accept/reject any proposal fully or partly and to require modification of any component including the scope, coverage, methodology, timelines, deliverables, or time or venue, as the case may be, while finally recommending the disbursement of a grant in respect of any proposal;
- (iii) Formats of applications/ project proposals seeking funding/ grant-in-aid, under these guidelines will be finalised with the approval of the Technical Committee. These would be placed on the website of the Ministry for general information;
- (iv) The Technical Committee may recommend the assignment of specific projects of interest to the Ministry to a Partner Organization, by issuing "Terms of Reference". "Partner Organization" means the organisations functioning under the aegis of the Ministry of Corporate Affairs, i.e., the Institute of Chartered Accountants of India, Institute of Company Secretaries of India, Institute of Cost Accountants of India and the Indian Institute of Corporate Affairs;
- (v) The Technical Committee may invite tenders regarding specific projects of interest to the Ministry by issuing "Request for Proposals";
- (vi) The Technical Committee may call for progress report on the study/ research undertaken, at periodic intervals, starting from the date of approval/ sanction of the project;
- (vii) The Technical Committee may take expert opinion as to assess or review an on-going research/study; and
- (viii) The Technical Committee may, in its discretion, call off the processing of a project, whether before or after the approval of a grant, if it appears to the Technical Committee that the project is not worth pursuing at Government cost.

3.3. Upon receipt of the minutes of the meeting of the Technical Committee, as approved by its Chairperson, containing the recommendations on each case considered by it, whether to fund, part-fund, reject a proposal or withdraw/cancel a grant already sanctioned, the corresponding files will be processed by the Research and Analysis Division for administrative and financial approvals. The files will be routed through the IFD for the approval of Secretary, MCA. The approval, if and when received, will be executed by issue of orders of sanction and release of funds or by orders of cancellation, as the case may be.

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IV. ELIGIBILITY

4.1. Institutions/Organisations i.e., those Societies, Trusts and Non-Profit Companies which fulfil the following Expertise and Standing specifications will be eligible to apply for funding/ grant-in-aid under these guidelines:

(A) **Specifications of Standing:**

- (i) The Applicant (Institution/Organisation) must have valid registration as society, trust, non-profit company etc. for at least three years;
- (ii) The Applicant (Institution/Organisation) must have been working in research/ survey projects in the past for at least three years preceding; and
- (iii) Educational qualifications and research capabilities of the full-time professionals and technical human resource should commensurately reflect domain knowledge.

(B) **Expertise, wherewithal and level of commitment:** The Institution must

- (i) possess expertise in designing research and statistical analysis for economic interpretation;
- (ii) be equipped with hardware and tools for handling large-scale data; and
- (iii) be able to dedicate experts/ professionals during the term of the research/survey project as their main activity (not merely as a subsidiary activity), so as to ensure adequate levels of commitment and timeliness in delivery of the results.

4.2. Individuals with proven levels of commitment and expertise will also be eligible for applying for funding/ grant-in-aid for research, studies, surveys and publications, under these guidelines.

4.3. No organisation which has *commercial interest* in the proposal shall be considered for grants under these guidelines. No project which is funded, fully or partly by any international organisation or a multi-national company or a multi-national trust, shall be considered for funding under these guidelines.

4.4. Breach of any condition contained in the sanction letter, or suppression of any material fact concerning the eligibility/ ineligibility of an applicant would render the defaulting party liable for being black-listed or debarred from receiving any grant under these guidelines for a period specified by the Technical Committee.

V. FORM OF ASSISTANCE AND DISBURSAL

5.1. The grant-in-aid in respect of a proposal to an Institution will not exceed ₹ 15,00,000/- (Rupees fifteen lakh only), and the corresponding ceiling in respect of an individual will be ₹ 5,00,000/- (Rupees five lakh only). In case a project proposal is proposed to be part-funded by other organisation(s) also, the details thereof shall be submitted as early as possible, and in no case later than two weeks after the funding from the other organisation(s) is/are confirmed.

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5.2. The Schedule of disbursement of grant would generally be as follows:

Research Proposals		
Instalment	Amount	Conditions
First	40%	On issue of sanction letter.
Second	40%	On submission of first draft. A presentation will be arranged in MCA to discuss draft Report/ findings.
Final	20%	Upon acceptance of the report and submission of requisite number of hard and soft copies of complete set of all documents used and report.

Proposals for Seminars, Conferences etc.		
Instalment	Amount	Conditions
First	60%	On issue of sanction letter.
Final	40%	On submission of the Report of the proceedings of the conference etc. with a complete set of all documents used and the final conclusions/ recommendations.

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