

NIDM Doctoral Fellowship Programme on Disaster Studies

CALL FOR APPLICATIONS

**NATIONAL INSTITUTE OF DISASTER MANAGEMENT,
(MINISTRY OF HOME AFFAIRS, GOVERNMENT OF INDIA),
PLOT NO. 15, POCKET-3, BLOCK-B, SECTOR-29, ROHINI,
DELHI -110042**

Website: <https://nidm.gov.in>

DETAILED GUIDELINES

NIDM DOCTORAL FELLOWSHIP PROGRAMME ON DISASTER STUDIES

The following are **Research Areas** for NIDM Doctoral Fellowship Programme for submission of proposals:

Research Areas

1. Landslide
2. Flood
3. Cyclone
4. Earthquake
- 5. Fire**

Research Interventions:

- i. Nature-based / Ecosystem Interventions
- ii. Community-centric Interventions
- iii. Urban & Infrastructure Interventions
- iv. Social, Behavioral & Health Interventions
- v. Climate & Ecosystem Knowledge Interventions

1. Criteria/ Eligibility for submission of proposal

- i. Candidates enrolled in **full-time Ph.D. programmes** from UGC-recognized Universities/Institutions/Colleges.
- ii. **Completion of Ph.D. coursework** with a minimum of **60% marks. In case the result is awaited** at the time of submission of proposal, the applicants should indicate the same in the bonafide certificate (**Annexure-II**).
- iii. Approved Ph.D. synopsis by the parent Universities/Institutions/Colleges and in case of **pending approval of synopsis/proposal** at the time of submission of proposal, applicants can indicate the same in the bonafide certificate (**Annexure-II**).

2. Total No. of Seats: 5

3. Selection Process

- i. Proposals received by NIDM in prescribed format will be **shortlisted and selected** on merit basis only considering the good academic record, novelty of the proposal, the **usefulness of outputs to NIDM, Government, and relevance for States and Districts, as well as the larger public interest**. Shortlisted candidates may also be invited for a presentation for final selection.
- ii. The fellow shall cooperate with NIDM for any changes or suggestions in proposal (if required).
- iii. **NIDM reserves the right to scrutinize or reject** any or all the proposals received in response or suggest modifications to the proposal.

4. Nature of Assistance Available Under the Scheme: -

- i. The NIDM doctoral fellowship is as per the UGC Junior Research Fellowship (JRF) & Senior Research Fellowship (SRF) norms only.
- ii. **Successful completion of the coursework and submission of the result is mandatory for receiving the stipend. Inability to submit proof of the approval of synopsis/proposal may result in termination of the fellowship.**
- iii. **Fellows awaiting approval of synopsis/proposal should submit the same within 6 months of selection in the NIDM Doctoral Fellowship programme. Inability to submit proof of the approval of synopsis/proposal may result in termination of the fellowship.**
- iv. The stipend will be started from the **date of the result of coursework** for a maximum period of **5 years** or until the submission of the completed thesis to the NIDM, whichever is earlier. There is **no** provision for further **extension**.
- v. **In case completion of the thesis is within 4 years or earlier, the fellow will be eligible for receiving the stipend from the date of Ph.D. registration including the period of coursework.**
- vi. **Timely submission of the thesis to NIDM will be the responsibility of the Fellow and the parent institution, failing which the fellow will be liable to legal action.**
- vii. The JRF is initially for two years (after coursework completion and synopsis/proposal approval).

- viii. Upon the expiry of JRF period, the work of the fellow will be **evaluated by NIDM** as per the progress report & recommendation of parent institute duly forwarded by supervisor/institution. The Fellow may be invited to NIDM for **presentation of progress of the work for the upgradation under the scheme of SRF**. If the research work is found satisfactory and eligible for a further grant, his/her tenure may be extended for a further period of **three (03) years** under the enhanced emoluments of the **SRF** or till the submission of the thesis, whichever is earlier.
- ix. In case the work for the first two years is not found satisfactory, an additional year will be given to the scholar for improvement while retaining the designation of JRF. In such cases, research work will be **evaluated again in third year**, and if improvement is found, the fellow will get two more years under the SRF or till the submission of the Ph.D., whichever is earlier.
- x. NIDM will **annually evaluate Ph.D. work** based on annual progress report (**Annexure-VI**) forwarded by the supervisor/guide from the parent university/institution. **Unsatisfactory progress** may result in **termination of the fellowship** at any point during the fellowship period.
- xi. As per the requirement for the completion of research, the fellow may join NIDM or may complete their research work in the parent institute.
- xii. **NIDM will assign one co-supervisor from NIDM for the guidance of the Ph.D. work & monitoring of work subject to the approval of competent authority of NIDM.**
- xiii. The fellow has to publish **two national/international papers** in UGC-CARE listed journals and/or journals with a high impact factor, with the due **acknowledgement of the NIDM Doctoral Fellowship** during the tenure before the final submission of the thesis.
- xiv. **NIDM may engage the services of the fellow for taking the sessions & any other academic support, subject to the approval of Executive Director, NIDM.** Reimbursement of TA/DA, wherever applicable, will be as per NIDM norms.
- xv. **Departmental Assistance will not be provided to the concerned Universities/Institutions/Colleges.**
- xvi. Prior to the completion of the thesis work, the Fellow's parent organization must obtain membership of IUINDRR-NIDM.

5. The fellowship grant is as follows:

Fellowship	@ Rs. 37,000/- per month + HRA for 2 years (JRF) @ Rs.42, 000/- p.m. + HRA for remaining tenure (SRF)
Contingency	@ Rs.10,000/-p.a. for initial two years @ Rs.20,500/-p.a. for remaining tenure
Escort/Reader Assistance	@ Rs. 2,000/-p.m. in case of persons with disabilities (PwD).

Note: The last 3 installments will be released only after the submission/completion of the Ph.D. thesis duly forwarded by supervisor and co-supervisor to the NIDM.

6. House Rent Allowance (HRA)/ Medical/ Leave -as per UGC norms

7. Disbursement of the fellowship:

- i. **Monthly installments of stipend** will be released to the **Fellow's account** upon submission of the duly signed monthly progress report (Annexure-IV).
- ii. The fellow need to submit a continuation report (Annexure VIII) quarterly to NIDM, duly forwarded by the supervisor/co-supervisor.
- iii. The Fellow has to submit a utilization certificate (Annexure-VII) **at the end of each academic year** and **annual progress report (Annexure-VI)** duly forwarded by the supervisor and head of the University/ institute for the continuation of the NIDM Doctoral Fellowship.

8. Transfer of the Research Place (as per UGC norms):

Transfer of the Research Place will be allowed only **once** during the entire tenure of the fellowship and should be done by **university** concerned under the intimation to NIDM.

9. Resignation from the Fellowship (as per UGC norms):

Resignation of the candidate will be forwarded by the concerned university to the NIDM.

10. Final Submission of Research Work

After completion of the Research Work the fellow will submit a copy of his/her thesis to NIDM in **PDF and hard copy** along with the published research papers.

11. Gap Period

The gap period for continuation from Ph.D. shall be **1 year** only. However, the total tenure of the fellowship will remain for five years.

12. Cancellation of NIDM Doctoral Fellowship Award (JRF & SRF)

The fellowship is liable to cancellation in the case of:

- Misconduct;
- Unsatisfactory progress of research work/failure in any examination related to Ph.D. or,
- He/she is found ineligible later.
- Any false information furnished by the applicant or any fraudulent activity by the scholar/ fellowship awardee shall lead to Penal action against him/her.
- Non-completion or non - submission of thesis to the NIDM.

13. Paid Assignment/Job:

- The fellow shall **not** undertake any paid assignment during the tenure of the fellowship (Except in case of **leave without fellowship** up to one academic year during the entire tenure).
- The fellow can only avail of **one fellowship scheme at a time**.

Note:

- The guidelines of fellowship will be revised time to time as per UGC norms, except that the fellowship will start after the completion of course work and approval of synopsis by the parent university/organization.
- The requirement for submission of Ph.D. thesis such as Viva, Presentation, Course work, plagiarism check etc. will be the responsibility of the parent university/institute/organization only.
- Any disputes are subject to Delhi jurisdiction only.

LIST OF DOCUMENTS TO BE SUBMITTED WITH APPLICATION

- i. Application form with details of scholar and his/her doctoral research (Annexure-I)
- ii. Bonafide certificate of completion of coursework and approval of synopsis (Annexure-II)
- iii. Mark sheet of coursework (*if applicable*)
- iv. Student id/Registration certificate for Ph.D.

One soft copy (PDF format) and hard copy of the application in the prescribed format with a forwarding letter from supervisor or head of the department should be submitted to **researchiuin.nidm@nidm.gov.in** and to:

The Executive Director

National Institute of Disaster Management

(Ministry of Home Affairs, Govt. of India),

Plot No.15, Pocket, B3, Sector 29, Rohini, Delhi, 110039.

NOTE: APPLICATIONS EXCEEDING PAGE LIMITATIONS AND INCOMPLETE IN ANY RESPECT WILL BE REJECTED.

**APPLICATION FORMAT FOR SUBMISSION OF PROPOSAL FOR NIDM
DOCTORAL FELLOWSHIP PROGRAMME**

(Do not exceed five pages)

I. DETAILS OF APPLICANT/STUDENT/PH.D. SCHOLAR

1. Name

2. Institution/University

3. Department of University/Institute

4. Subject/Discipline

5. Date of joining in Ph.D. programme

6. Category of admission (*Full-time/part-time*)

7. Detail of fellowship currently being availed (*if applicable*):

8. Coursework completed till date of submission of application: *Yes/No*

9. Marks (*in percentage*) scored in coursework/Result awaited(*tick if applicable*):
_____ (*if result awaited, please refer to Annexure-II*)

10. Email address and contact number of applicant

11. Name of supervisor

12. Designation and Department of supervisor

13. Email address and contact number of supervisor

II. **BRIEF OF SYNOPSIS/RESEARCH WORK**

a. Proposed topic/title of proposal

b. Whether synopsis/topic is approved by Doctoral Research Committee (*if not, please refer to Annexure-II*) Yes/No

c. Research area (*as per list for F.Y 2024-25*)

d. Theme of research

e. Objectives of the study (*max 300 words*)

f. Rationale of the study (500 words)

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g. Research question/hypothesis (if any)

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h. Research work summary (Work plan includes research methodology including sampling method, target group, tools and techniques, method of data analysis, and outcome of study)(500-700 words)

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i. Statement of the problem (if any; max 500 words)

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j. The relevance and expected outcome of the proposed research (300 words)

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l. Usefulness/scalability of the proposed research

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m. Proposed timeline (Please provide quantifiable output for each year of fellowship in tabular form)

Period of study	Achievable targets
Year of fellowship	

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BONAFIDE CERTIFICATE

This is to certify that Ms./Mr. _____ (*full name as per records*) is a bonafide student of the Ph.D. Programme, batch_____, of the_____ department in _____ university/institution, India.

Her/his Student Registration Number with Institution is _____ and email ID is _____.

S/he has completed/is pursuing coursework (*tick applicable*). However, the result is awaited, which will be submitted within a period of 3 months of submission of proposal.

Her/his synopsis/topic has been submitted/submission is under process and will be completed within the next 6 months (*tick applicable*).

This bonafide certificate is issued on request to enable the scholar to apply for NIDM Doctoral Fellowship Programme.

The **student's institution identity card and mark sheet/transcript of coursework** have been attached with the certificate.

Signature of supervisor/co-supervisor

Date:

Signature and seal of Head of the Institution

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JOINING REPORT AND DECLARATION

AWARD OF NIDM DOCTORAL FELLOWSHIP IN DISASTER STUDIES

This is to certify thathas joined the Department of for pursuing Ph.D. under the NIDM Doctoral Fellowship Programme for F.Y 2024-25 on the topicHer/his supervisor is of department and co-supervisor is of Department (*if applicable*). S/he will be provided with all necessary facilities during her/his tenure of award. The terms and conditions of the offer are acceptable to the awardee. Her/his date of registration to the Ph.D. is.....for already registered candidate. The account details of the undersigned arefor receiving of stipend during the tenure and a copy of the same is attached along with KYC.

DECLARATION

I hereby declare that I shall comply with the rules and regulations of the NIDM Doctoral Fellowship Programme as specified in the detailed Terms of Reference. I may be liable to legal action and return of Fellowship amount in case of misconduct/ non-completion or non-submission of thesis to the NIDM.

Verified by

Signature of Doctoral Fellow

Signature of Supervisor

Date:

Signature/Seal of Registrar/Admin.

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MONTHLY PROGRESS REPORT (Month of _____, 20____)

(To be submitted to NIDM through mail)

1. Name of the Doctoral Fellow:
2. Enrollment No.:
3. Department:
4. Date of Joining:
5. Date of Ph.D. Registration:
6. Leave availed during the month:
7. Topic of the thesis:

Total leave sanctioned (in academic year)	30
Number of working days in the month	
Number of days present in the month	
Balance after availing the leave	

8. Teaching Assistance (*if any*) : Yes / No
9. Whether the Doctoral Fellow has accepted any emoluments, scholarships or stipends from any other source during the Period:
10. Brief of work done during the period (*max 500 words*):

It is certified that I, am not in receipt of any other Scholarship/Fellowship.

Signature of Doctoral Fellow:

Date

Place:

Name of Supervisor:

Name of co-supervisor/NIDM expert:

Note: The MPR shall be submitted through email only cc to supervisor/Co-supervisor

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HRA CERTIFICATE

Certificate No. 1

Certified that Mr./Ms.....is paying house Rent of Rs.and is eligible to draw House Rent Allowance @ Rs.....as per government norms and university rules w.e.f.

Registrar

OR

Certificate No. 2

Certified Mr./Ms is staying independently and, therefore, is eligible to draw House Rent Allowance of Rs..... minimum admissible to a scholar as per government norms w.e.f.

Registrar

OR

Certificate No. 3

Certified that Mr./Ms..... has been provided accommodation in the hostel. However, he/she could not be provided with single-seated flat-type accommodation as recommended by the UGC. Hostel fee @ Rs.per month w.e.f is being charged from him/her.

Registrar

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

Signature of Doctoral Fellow

Signature of Head of Department

**Signature of
Registrar/Principal/Vice
Chancellor/Director (Seal of
university/institution)**

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**ANNUAL PROGRESS REPORT FOR THE PERIOD
W.E.F.....**

1. Name of Fellow:
2. Number and date of award letter:
3. Topic of Research:
4. Any change in parent university/institution? *(if yes, please specify reasons)*
5. Total number of working days during the period:
6. Number of days the Fellow remained on leave with and without fellowship (with dates):
7. Number days the Fellow remained out of station for fieldwork/travel with dates and place visited:

Number of days.....from.....to.....

8. Number of days the fellow remained present at the university/college:
9. Publication(s) during the period:
10. Title of the article/paper & journal/book detail *(please enclose reprint of each)*:
11. A detailed account of the research work done during the period *(not more than 2 pages)*:
12. Work done from date of joining Ph.D. *(attach previous APR if applicable)*
13. Comments of the supervisor on the progress of the research work during the period under report:

Signature of Doctoral Fellow

Signature of Head of Department

Signature of external/NIDM expert

Signature of

Registrar/Principal/Vice

**Chancellor/Director (Seal of
university/institution)**

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**FORM FOR SUBMISSION OF ACCOUNTS OF CONTINGENCY
GRANTS AND UTILISATION CERTIFICATE W.E.F.....**

1. Name of Doctoral Fellow
2. Name of scheme under which s/he is working
3. Period for which the contingency grant is payable
4. Expenditure from _____ to _____

Amount _____ dated _____

- Books and allied items
- Typing
- Stationery
- Postage
- Chemical and electrical/electronic goods
- Travel/field work

5. Period for which the contingency grant is payable

Certified that the expenditure of Rs. (Rupees
.....) out of the contingency grant of
Rs.....sanctioned vide NIDM letter no.....
.....dated.....in respect of.....
has been utilized for the purpose for which it was sanctioned
in accordance with the terms and conditions laid down by the NIDM for utilization
of contingency grant.

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

Signature of Doctoral Fellow

Signature of Head of Department

Signature of
Registrar/Principal/Vice
Chancellor/Director (Seal of
university/institution)

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QUARTERLY PROGRESS REPORT AND CONTINUATION
CERTIFICATE

**NIDM DOCTORAL FELLOWSHIP PROGRAMME ON DISASTER
RISK REDUCTION AND DISASTER RISK MANAGEMENT**

This is to certify that _____ has been continuously
working under the supervision of _____ in the above scheme for the period of
_____ to _____.

- Name of Department:
- Name of university/institution:
- Enrollment No.:
- Date of Fellowship registration:
- Date of Ph.D. Registration:
- Topic of Ph.D.:
- No. of leaves availed ____ out of _____

1. Teaching Assistance (*if any*) : Yes / No
2. Whether the Doctoral Fellow has accepted any emoluments, scholarships
or stipends from any other source during the Period:
3. Brief of work done during the period (*max 500-800 words*):

Signature of Doctoral Fellow

- a. Progress and Performance of Scholar/Fellow (*to be filled by Supervisor*):
Satisfactory/ Unsatisfactory (*tick one*)
- b. Remarks by the Supervisor

Name of Supervisor:

Date and signature of supervisor:

Name and signature of co-supervisor/NIDM expert:

Name and Signature of Head of Department

Signature and seal of Head of the Institution

Date

Date

Note: The Fellow needs to submit the Certificate in every quarter for continuation of stipend.

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**UPGRADATION FROM JRF TO SRF UNDER THE NIDM
DOCTORAL FELLOWSHIP PROGRAMME**

Assessment for upgradation of Mr./ Ms/ Mrs..... Doctoral Fellow working at the Department ofUniversity / Institution / College..... on completion of two years (date)..... Details of the progress made and the research work left are appended to this form (*max 2 pages*). Previous year APRs are also attached.

CONSTITUTION OF THE COMMITTEE

(Name and Designation) (ONE EXTERNAL EXPERT OF CONCERNED SUBJECT)

- 1.
- 2.
- 3.

Date of joining:
Ph.D. registration no.:

Date of meeting:
Time:

VENUE OF ASSESSMENT/INTERVIEW:

The Committee assessed the progress of the candidate through their presentation followed by interview and recommended as follows

(Satisfactory/Good/Very Good/Excellent) (*Strike out whichever is not applicable*)

In view of the outstanding/very good/satisfactory performance of the Doctoral Fellow, and also the fact that he/she has published work to his/her credit the committee makes the following recommendations.

Mr./Mrs./Ms.....may be upgraded w.e.f.....

Signature of Doctoral Fellow

Date

Signature of Head of Dept.

Date

**Signature of Registrar/Principal/Vice
Chancellor/Director (Seal of
university/institution)**

Date

**Signature of external/NIDM expert
Name
Date**