

Psychiatric Society of Western Zone

2024-25

President (2024-2025)

DR. SUDHIR BHAVE

Bhave Institute of Mental Health
26, Naik Layout, Jaitala Main Road
Subhash Nagar, Nagpur-440 022
E-mail : shbhav@gmail.com | M : 98226 95890



Hon. Secretary (2024-2026)

DR. ABHIJEET FAYE

Healthy Minds & Kids Dental Care
Shop No. 12, First Floor, Maharshee Square Building
Beltarodi-Besa T point, Manish Nagar, Nagpur-440 037
E-mail : ipswzbsecretaryoffice@gmail.com | M : 97652 66166

Vice President / President Elect (2024-2025)

DR. (Surg Cdr) KSHIROD K. MISHRA, Retd.

Department of Psychiatry,
MGIMS, Sevagram, Wardha
E-mail : drkkmishra2003@yahoo.co.uk
Phone: 94235 15803

Treasurer (2024 -2026)

DR. NAKUL VANJARI

Mannsanjeevani Clinic
206, 2nd Floor, Shri Kalika Plaza Building
Above Haldiram Sweets, In front of Kalika
Mandir, Mumbai Naka, Nashik-422 001
E-mail : nakulv1986@gmail.com
Phone: 98196 25217

Hon. Editor (2024-2026)

DR. HEENA MERCHANT PANDIT

1C 402, NG Suncity Phase 3
Thakur Village, Kandivali East
Mumbai-400 101
E-mail : heenathedoc@gmail.com
Phone: 99303 95679

Imm. Past President

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Phone: 99305 83713

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DR. DHANANJAY ASHTURKAR

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Phone: 91581 14281 (Goa)

Dear Members,

Date: 01/01/2025

Wish you all a very Happy, Prosperous & Blessed New Year 2025!!

Research Sub-committee of IPSWZB invites Research Proposal for the prestigious Grant-in-Aid Research Project!!

Research is an essential aspect of the development of our field. However, after graduation, research loses priority. This results in a scant generation of evidence that is contextual and relevant. Realizing this lacuna, IPS WZB would like to encourage and support research from our members in our zone by offering research grants.

TERMS AND CONDITIONS FOR GRANT-IN-AID FOR RESEARCH PROJECTS BY IPSWZB

Rules

- Proposals will be invited from members of IPS WZB for an original research project primarily based on clinical practice relevant to our context.
- Multicentric proposals across states and Union Territories of West Zone would be preferred and the PI could be from the different states and Union Territories of the zone. This could preferably be from various centers, including tertiary care settings, GHPU, and individual private practice.
- It should **not be a part of any other funded/non-funded research activity** ongoing or submitted for funding support.
- Individual/institute-based proposals would also be considered.
- IPSWZB will **not permit grant in aid for student's thesis** under this application.
- We would be awarding grants of **Rs 25,000/- each to the best three proposals.**
- The proposals as submitted shall be reviewed for funding and support of IPS WZB by a judge panel decided by the Research Subcommittee of IPSWZB. **The judge panel will be anonymous and blinded to the applicants & their affiliations.**
- Role of Principle Investigator: Principal Investigator will be responsible for the successful completion of the research project. No other person is authorized to change the PI, once project is submitted for approval.

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- The grant will be released only after submission of EC approval.
- **Basic Facilities for Research:** The institution or individual departments should provide all the basic infrastructural facilities required for research work like basic equipment, laboratory chemicals, glassware etc.
- **Staff:** The grant for staff (clinical or para clinical staff e.g. data entry operator, biostatistician etc.) should be only as an additional incentive & not as salary for doing the research work and hence the person will get only a subsidized amount decided by the Principal Investigator. This amount should be mentioned in the budget requirements under the respective heads in the application format.
- **Travel:** The grant can be utilized for travel of the PI, co-investigator or of research fellow/associates working on the project for:
 - a) Attending seminars/symposia/conferences within the county provided the PI himself or the Fellow/Associate, is presenting, a research paper based on the research project work on hand (either oral or poster presentation).
 - b) Taking up field work/travel connected with the research work / data collection as TA-DA.
 - c) Travel Expenditure upto maximum Rs. 10000, through 2 Tier Rail / Bus / Taxi travel can be utilized.
- **Contingent Grant:** A contingent grant is given to meet petty expenditure on purchase of stationary, scales, kits etc related to the study proposal. This amount should be mentioned in the budget requirements under the respective heads in the application format. This guideline is meant for recurring as well as non-recurring expenditure under the contingency grant. The contingent grant can be utilized for purposes like, but not limited to:
 - a) Acquisition of books and documents of relevance to the research topic in case these are not available in the library. These would be treated as the property of the Institution's library / IPS WZ and after purchase and accession, may be issued to the concerned Department/PI as per institutional rules.
 - b) Chemicals/consumable items required for research work
 - c) Charges for specialized investigations for which facilities do not exist in the Host Institute
 - d) Data-entry charges
 - e) Printing of questionnaire/s

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- f) Computer utilities, charges for analysis of data (computer charges)
- g) Typing of research reports
- h) Expenses in connection with the preparation of the final report
- i) Grant CANNOT be used for purchase of furniture items/office equipment
- j) Total expenditure under contingency grant should not exceed Rs. 10000/-
- **Equipment/ Non-Consumables:** All items are to be purchased according, to the rules of the institution where research is carried out. This amount should be mentioned in the budget requirements under the respective heads in the application format. Equipment cost can be incurred upto maximum Rs. 10000.
- **Statement of Expenditure**
 - a. A simple statement of accounts, giving the funds received and expenditure incurred, at the completion of the project, needs to be submitted for release of the final instalment & successful closure of the project work.
 - b. Item-wise expenditure details should be substantiated with invoices of the same.
 - c. List of equipment procured from the project, mentioning the cost, date of purchase and suggestions for disposal of all items purchased under equipment, should be submitted.
- **Duration of the Project:** Research projects will be approved for a period of one year. The Research Subcommittee may review extension of the project if it has not been completed. The PI should submit a letter asking for extension if needed to the Chair, Research Subcommittee and the Hon Secretary at ipswzbsecretaryoffice@gmail.com.
- **Report of Work Done.** Reports of progress of the work done under the research project should be submitted **3 monthly** after grant disbursement. A final completion report has to be submitted before 30th October.
- **Presentation in Conference:** It is mandatory to present the research work carried out with the help of research grant provided by **IPSWZB in the Annual Conference of the IPSWZB or IPS in the form of paper or poster with due acknowledgement given to the Zone within a year (even if it's interim analysis)**
- **Publications:** The assistance given by IPSWZB should also be acknowledged in any published work. A re-print of the publication should be submitted to the Secretary IPSWZB. The generated data will

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- be the property of IPS WZB, and the Investigator will be obliged to **publish at least one paper from the study's data in IPSWZB journal.**
- Release of Research Funds: Disbursements of research funds will be in instalments only. Payments will only be made by cheque after proper original bills and invoices are provided properly endorsed by the concerned investigator.
- Maximum funding: support will be up to Rs.25000, 50% of which will be released only after obtaining ethical clearance and the
- remaining 50% after submission of the Completion report to the Chair, Research. Subcommittee of IPSWZB.
- A member can apply as PI up to twice consecutively.

Time line of the Research Proposals

- The proposal for Grant in Aid will be given from the Secretary office. The information will be available on the IPSWZB website.
- The investigators will be allowed to **submit proposals till 31st Jan 2025.**
- **Review of proposals will be done from 1st to 14th February** and those Research Grants approved will be intimated by Secretary Office to the investigators.
- Investigators would then to submit proposals for Ethics Approval and inform the Secretary office at ipswzbsecretaryoffice@gmail.com after approval is received.
- Release of the first half of the Grant with announcement of the names will be done during the Midterm CME of IPSWZB.
- Completion of the project with final submission with presentation of the same can be done in the Annual Conference of IPSWZB. The best proposal shall be selected for support through a laid-out selection process.
- The decision of the research grant by the Research Subcommittee will be final and binding on all applicants and no complaints will be entertained.
- **Criteria for marking (out of 50 marks)- Feasibility of conducting the study (5 marks), Novelty (5 marks), Rationale(5 marks), Ethically sound(5 marks), Relevance(5 marks), Wide representation of zone(5 marks), Material & Methods (15 marks), and Implications (5 marks).**

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FORMAT FOR SUBMISSION OF PROTOCOL FOR IPSWZB RESEARCH GRANT

TITLE: Principal Investigator:

Co-investigators:

I. Summary of Protocol / Abstract (300-500 words)

Background: Novelty: Objectives

Methods: Expected Outcomes: Keywords:

Individual / Single Institute based / Multicentric – **Don't Mention the name of Institute or place within the proposal**

II. Protocol (Upto 1500 words) Abbreviations used in study Background Literature review

Rationale for and Novelty of the Study. Aim & Objectives Methodology

i. Study Design: Study Start Date after EC approval, Study Completion Date

ii. Sample Size

iii. Project Implementation Plan iv. Tools

Budget Allocation: Expenditure subheadings (Rs 25,000) IEC fees/ Stationary/ Equipment/ Tools/ kits

Ethics Review : EC Submission Date, Expected EC approval Date If Multicentric : Provide for all centers

Statistical analysis Expected Outcomes Limitations Future based on expected Outcomes if any References

Research Subcommittee, IPSWZB

Advisor Dr Nilesh Shah

Chairperson Dr Manik Bhise

Convenor Dr Anusha Prabhakaran

EC Coordinator Dr Nimesh Parikh

Members Dr Vaishal Choksi

Dr Gaurav Haldankar

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