Research Project & Management System

Introduction

Research Project & Grant Management System helps in management of research projects grants from the funding agency. It also manages the sanction orders, research accounts, expenditures against sanctioned budget heads and generates reports for the funds.
The module consists of 3 sections:

- Dashboard

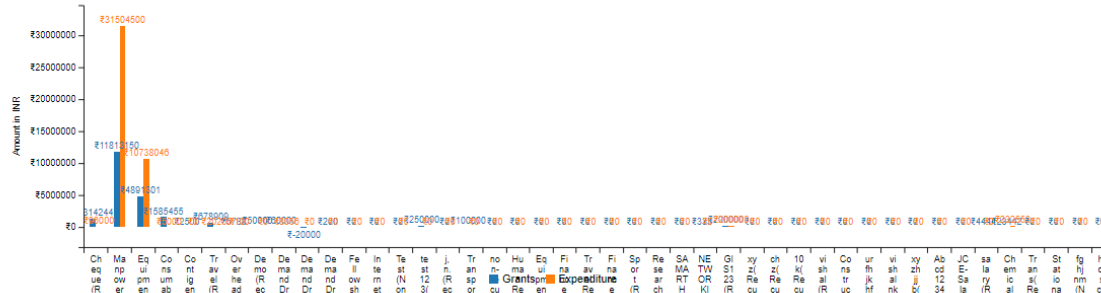- Manage RPMS

- Settings

Dashboard

It shows a **graphical representation** of all the ongoing projects, manages the grants received and expenditures against budget heads.
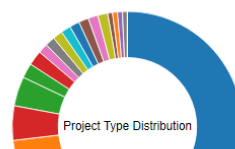
Settings

In this section, the total number of Budget Heads, Funding Agencies Project Type and Project Committee is managed. **Only admin** can do these configuration in the system.

Budget Heads

In this section, we can add new Budget Head and can also see existing/already added budget heads.

Funding Agencies

In this section, we can add new Funding Agencies and can also see previously added funding agencies.

Project Type

In this section we can add new Project Type and also can see previously added Project types.
For example: Minor and Major are types of projects.

Project Committee

Manage RPMS

In this section, the admin can **View** the details of the number of research projects, projects for approval(internal/external), manage approved projects, sanction order entry and manage accounts, manage project expenditure, statement of expenditure, utilization certificate, projects for closure.

Research Projects

Here PI/Admin can make entry of research projects by clicking on the **Add New Research Project** button or can view and update the particular project details by clicking on the **View** and **Update** icon present at the end of each entry respectively.

While adding a new research project admin/PI needs to fill the **Project Submission Form** by adding the details of the Project Investigator, Co-Project Investigator, and Research project details etc.

After successfully filling project submission form, admin can either update it or can add funding amount by clicking on the buttons **Update project proposal** or **Add funding amount** to submit the form.

Then **Add Funding details** like budget heads, description, funding amount, etc by clicking on **Add new Project fund** button.

At first, Project submission form is filled & save, then funding details are added. Then comes a preview before submitting the form completely. If the user wants to update the form, add funding amount or print, they can do it by the button available at the bottom of the form and then submit it for approval.

Research Projects for Approval (Internal/External)

After submitting the research project, they are reflected in this section. It has a record of the project(internal/external) and their status whether approved/rejected/closed. Status can be modified only after the approval received from the Concerned Authorities(Finance Officer/Dean Research/Funding Agency). To update Admin needs to click on the **Tick** icon present at the end of each entry of the project and fill the **Project Approval form**.

Manage Approved Projects

link given under the **reference number**. We can also view **Project Proposal Form** by visiting under the given link of project serial number.

Committee Count: We can add or dissolve a committee, but once the committee is created we can't add or remove any member from it, in order to do that we need to dissolve the committee and recreate it, but if you do that the associated meeting records will automatically be dissolved.

Add new committee: We can add/create new committee and its members by filling the form.

Meeting Count: It is the same as committee count. We can also add or cancel meetings. We can also add the date, time and venue of the meeting can also add M.O.M (minutes of meetings) after the meeting.

Add new project meeting: We can add/host a new project meeting by filling this form.

Add Minutes of Meeting: We can add minutes of meeting after completing the meeting and other details as well.

Sanction Order Entry

Here admin can add/view/update how much amount is sanctioned for the project from the funding agency. To add a new order click on the **Tick** icon present at the end of each entry of the project and fill the **Sanction order form**.

After adding Sanction order, details that contain total amount sanctioned, grant for the project. New budget breakup needs to be created based upon the sanctioned budget heads by clicking on the **Add budget breakup** button.

Manage Accounts:

Once the sanctioned amount is received from the funding agency, admin needs to transfer the grant to the bank account created for that project. To manage account details like bank name, receipt number, opening account amount, account status click on the **Tick** icon present at the end of each entry of the project. To view/update Project Accounts click on **Update Deposit form**.

Manage Project Expenditure

Here records of project expenditure(Budget heads, Receipt number, amount) are managed and can also view funding Details like(total grant amount, opening amount, balance to receive), Project Details like (total opening amount, total expenditure, balance yet to spend).

Statement of Expenditure

This section contains details like total funds allocated either sanctioned or revised, expenditure incurred, total expenditure, balance, etc. with name & signature of the principal investigator.

Utilization certificate

In this section you can download utilization certificate by filling this from for your project.

Project For Closure

Status is updated/marked that is either rejected/closed once the project is closed.

Appendix

Role Name	Description
rpms_admin_view	Role to monitor RPMS module.
rpms_pi	RPMS Project Investigator is responsible for applying a Research Project Proposal and Keep track of the project Accounts and Expenditure and other Reports.
rpms_account	User with the *rpms_account* role is responsible for accounts related activities in the RPMS module.

Workflow Diagrams:

Use Case Diagram:-

Research Project and Management System Use Case Diagram

Activity Diagram:-

Login Succesful?

Login Succesful?

Settings

RPMS Dashboard

RPMS Dashboard

Research Projects

Total Budget Head

Total Funding Agencies

Project Type

Project Committees

Manage RPMS

Add Research Projects

ADD NEW/UPDATE Budget Head

ADD NEW/UPDATE Funding Agencies

ADD NEW/UPDATE Project Type

ADD NEW/UPDATE Project Committees
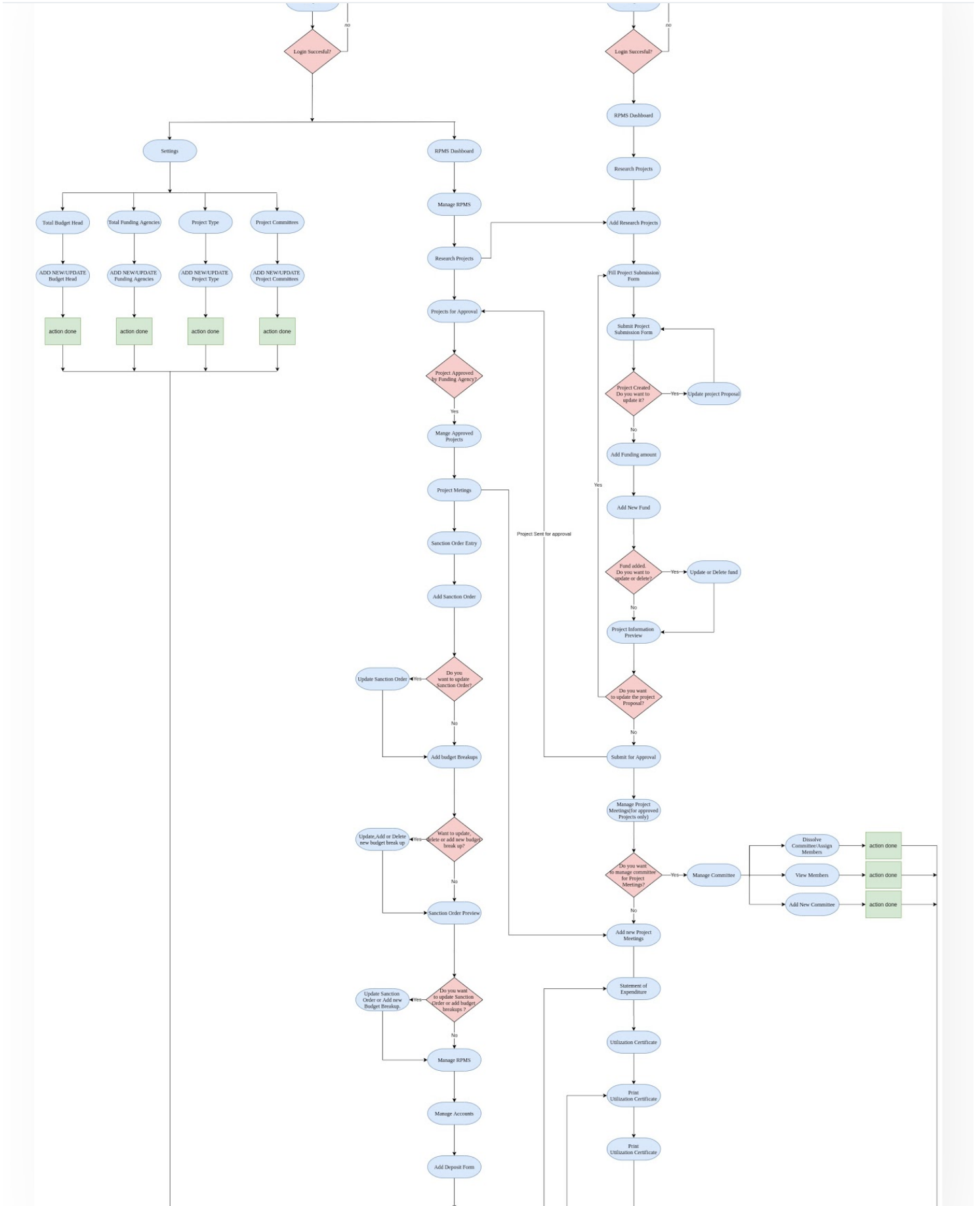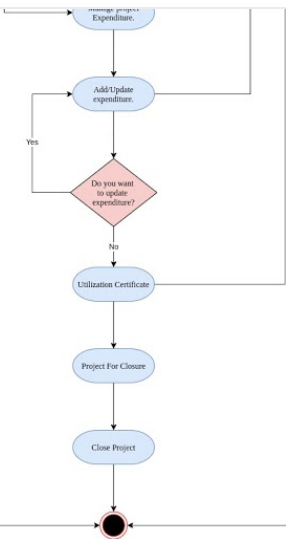
Research Projects

Fill Project Submission Form

action done

action done

action done

action done

Projects for Approval

Submit Project Submission Form

Project Approved by Funding Agency?

Project Created Do you want to update it?

Update project Proposal

Yes

Manage Approved Projects

No

Add Funding amount

Project Meetings

Yes

Add New Fund

Sanction Order Entry

Project Sent for approval

Add Sanction Order

Fund added. Do you want to update or delete?

Yes

Update or Delete fund

Do you want to update Sanction Order?

Yes

Update Sanction Order

No

Project Information Preview

No

Add budget Breakups

Do you want to update the project Proposal?

Update,Add or Delete new budget break up

Yes

Want to update, delete or add new budget break up?

No

Submit for Approval

Sanction Order Preview

No

Manage Project Meetings(for approved Projects only)

Dissolve Committee/Assign Members

action done

Update Sanction Order or Add new Budget Breakup.

Yes

Do you want to update Sanction Order or add budget breakups ?

Do you want to manage committee for Project Meetings?

Yes

Manage Committee

View Members

action done

No

Add New Committee

action done

No

Add new Project Meetings

Manage RPMS

Statement of Expenditure

Manage Accounts

Utilization Certificate

Add Deposit Form

Print Utilization Certificate

Print Utilization Certificate

External Resources

📽 Module Training Video ↗

✎ Edit this page

← Recruitment Management System (Teaching) - Admin Portal

Residence Alloaction (E-housing) →

Student Feedback Management

Training and Placement

ACCOUNTS & FINANCE

Bill Tracking System

Budget & Accounts

Endowment

Payroll Management System

Research Project & Management System

ADMISSIONS

CU Admission Userguide

CUCET Administrative Portal - CUSB

CUCET User Guide for Registration 2021

DU Admission - PG

DU Admission - UG

DU Admission Backend

BASE MODULES

University Profile - Organizational Unit & Organigram

User Administration

DATA MANAGEMENT

Content Federation System System

Minutes Resolutions Archive Retrieval System

University Web Portal - Technical Document

EMPLOYEE SERVICES

Career Advancement Scheme

Samarth

Employee Management - Teaching

Knowledge

Leave Management System

ToT Management

GOVERNANCE

Affiliation Management

Estate Management System

File Management & Tracking System

Inventory Management System

IT Service Desk

Legal Case Management System

Residence Alloaction (E-housing)

RTI Management System

RECRUITMENT

Recruitment Management (Candidate Portal) - Non-Teaching

Recruitment Management (Candidate Portal) - Teaching

Screening Process of Non-Teaching Recruitment

Screening Process of Teaching Recruitment

Screening Process of Teaching Recruitment- University of Delhi

Recruitment Management System (Teaching) - Admin Portal

UNIVERSITY FACILITY

Core Communication System

Essential Services

Grievance Management

Health Management System

Security Management System

Sports Management System

Transport Management System

Samarth