



# Research & Development Cell UNIVERSITY OF HYDERABAD

(A Central University established in 1974 by an Act of Parliament)  
Prof. C R Road, P.O. Central University Campus,  
Gachibowli, Hyderabad – 500 046  
Phone: 040 – 2313 2800

Ref. No.UH/RDC/IRS/2024/ 006

Date: 23-01-2024

## NOTIFICATION

Sub:- Model/Guidelines for Internal Revenue Sharing for UoH-Reg.  
Ref:- Approval of Vice Chancellor dated 24-12-2023 & 08-01-2024.

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Approval of the Competent Authority is hereby conveyed to adopt recommendations of the Committee to implement New Model/Guidelines for Internal Revenue Sharing in University of Hyderabad from the date of issue of this Notification.

*Saravjit Kesava*  
23.01.2024  
DIRECTOR (RDC)

Encl:

The recommendations of Committee

**DIRECTOR**  
**Research & Development Cell**  
**University of Hyderabad**  
**Hyderabad - 500 046.**

Recommendations of the committee constituted to propose a revenue sharing model for the University

The committee noted that internal revenue generation (IRG) is no longer an option under the current circumstances of limited governmental support, which is further decreasing every financial Year. The committee was also of the opinion that it was important to rationalize and simplify the revenue sharing model to incentivize and ensure greater participation of all stakeholders in the IRG efforts of the University. It was noted that the revenue is generated by Academic Units and individual faculty members through a variety of routes. Based on the discussions, the following recommendations are made

A ACADEMIC ENGAGEMENTS		
	Revenue generation mode & Process	Revenue Sharing Model
A1	<ol style="list-style-type: none"> <li>1) Honorarium for guest lecture/invited lecture/thesis evaluation etc/Ph.D viva voce exam conducting/role as external examiners/ sitting fees etc,</li> <li>2) Appropriate leave has to be taken for this purpose.</li> <li>3) The amount is deposited directly into Faculty's personal bank account by the host institution</li> </ol>	<ol style="list-style-type: none"> <li>1) Not considered as the IRG to the University</li> <li>2) No share to the University</li> </ol>
A2	<ol style="list-style-type: none"> <li>1) Engagement of faculty as Adjunct faculty/visiting professor etc. in external institutions (private or public)</li> <li>2) The faculty will take necessary approval from competent authority through Research and Development Cell (RDC) before taking up the assignment.</li> <li>3) This service will attract GST as per the extant rules of GOI.</li> <li>4) The faculty will coordinate with RDC to generate the proforma invoice by giving the details such as GST no, HBAN number etc. of the external institution.</li> <li>5) Once the proforma invoice is generated, the concerned faculty will submit it to the Institute/University (collaborative Institute) to which s/he has provided the service.</li> <li>6) The University of Hyderabad is exempted from Income tax deduction of all its income (copy of the notification can be obtained from RDC).</li> <li>7) Faculty members will send the said income tax exemption certificate while sending the proforma invoice.</li> </ol>	<ol style="list-style-type: none"> <li>1) The honorarium amount received (excluding GST and IT TDS if any) will be shared in the ratio of 80:20 between the concerned faculty and University of Hyderabad</li> <li>2) The faculty share (after applicable IT TDS) will be credited to the bank account of the concerned faculty member through a Bill in FAMOUS portal.</li> <li>3) The TDS(if any) by the paying organization will be absorbed in the University share (as the University claims the refund and eventually receives it)</li> </ol>



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13-12-2023

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	<p>8) Based on the proforma invoice, the collaborative Institute will transfer the funds to the Finance Officer, University of Hyderabad</p> <p>9) The F&amp;A will generate a BHEN for the Purpose</p> <p>10) The amount is added to the BHEN by F&amp;A</p> <p>11) It will be the responsibility of the concerned faculty member to obtain a receipt from the external institution and submit it to the RDC for generating the GST tax invoice and submitting the same to the external institution.</p>	
<b>B</b>	<b>INDUSTRY ENGAGEMENT (Consultancy Project/Service)</b>	
	The faculty members of UoH can be engaged with Industries in two different modes, (i) Pure Research Project mode (ii), Pure Consultancy mode and (iii) Research cum Consultancy Mode	
	<b>Revenue generation mode &amp; Process</b>	<b>Revenue Sharing Model</b>
<b>B1</b>	<p><b>Exclusively Consultancy Project Mode (Type-1)</b></p> <p>1) The proposal has only consultancy fee.</p> <p>2) The GST is chargeable on the whole Project Amount</p> <p>3) The proposal is routed through RDC and rest of the steps are same as mentioned in case of A2 above</p>	<p>1) The consultancy fee is shared between the faculty and University in the ratio of 80: 20</p> <p>2) The TDS(if any) by the paying organization will be absorbed in the University share (as the University claims the refund and eventually receives it)</p> <p>3) The faculty share (after applicable IT TDS) will be credited to the bank account of the concerned faculty member through a Bill in FAMOUS portal</p>
<b>B2</b>	<p><b>Research Cum Consultancy Project Mode (Type-II)</b></p> <p>1) The budget for the proposal includes two components.</p> <p>A) Research expenditure components such as recurring, non-recurring, consumables etc. shall include Overheads at 15% of the research expenditure component.</p> <p>B) Consultancy fee</p>	<p>1) The University will claim 15% overhead on Component A of the proposal like other public/govt sponsored projects.</p> <p>2) The Overheads are shared between Centralized OH, Corpus and FPDF</p>

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	<p>2) The total project cost is <math>C = A + B</math>.</p> <p>3) The GST is chargeable on the total cost ( C)</p> <p>4) The proposal is routed through RDC and rest of the steps are same as mentioned in case of A2 above</p>	<p>3) The consultancy fee (component B) is shared between the faculty and University in the ratio of 80: 20</p> <p>4) The TDS(if any) by the paying organization will be absorbed in the University share (as the University claims the refund and eventually receives it)</p> <p>5) The faculty share (after applicable IT TDS) will be credited to the bank account of the concerned faculty member through a Bill in FAMOUS portal</p>
<p><b>B3</b></p>	<p><b>Facility usage (Type III)</b></p> <p>1) The GST is chargeable on the whole Project Amount</p> <p>2) GST invoices will be generated by the RDC as per the procedure listed above.</p> <p>3) The proposal is routed through RDC and rest of the steps are same as mentioned in case of A2 above</p>	<p>1) If it is a central facility, revenue sharing will be in the ratio of 60:20:20 between the concerned academic unit, lab concerned and University.</p> <p>2) If it is a facility from the individual project of faculty member, revenue sharing will be in the ratio of 60:20:20 among the lab concerned lab, Academic Unit and University</p> <p>3) The Academic Unit's share will be added to the Maintenance grant of the Academic Unit for the ensuing financial year.</p> <p>4) The lab share will be credited to concerned faculty FPDF account annually</p>
<p><b>C</b></p>	<p><b>Skill development programmes (SDPs), Training Programmes &amp; Workshops (TPWS) and Conferences, Seminars &amp; Symposiums(CSS) with a duration of maximum of 30days.</b></p>	<p>It is recommended that certificates should be issued by the CE's office for the maximum duration (21 days) so that the participants can be counted as</p>

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		"students" and added in the alumni list
	<p>Revenue generated from the SDPs, TWPs, conference/workshop/ online or offline courses, etc.</p> <ol style="list-style-type: none"> <li>1) If a faculty or group of faculty members (Faculty coordinator(s) conducts any seminar/workshop/ online or offline short term training program/ symposium/ FDP/ MDP/SDP etc. with a maximum duration of 30 days and charges a registration or admission fee.</li> <li>2) The registration or admission fees attract 18% GST. The GST has to be clearly mentioned by saying for example reg fees 1000 + 18% (GST) = Rs1180/-</li> <li>3) The proposal is routed through RDC and the GST invoices are generated after the amounts are collected.</li> <li>4) A copy of the event report, 2/3 photographs of the event and certified copy of the statement of expenditure should be submitted to the RDC to claim faculty share from the surplus.</li> </ol> <p>The Surplus of the programme (Revenue -expenditure) is to be certified by Finance Office</p>	
	<b>Revenue generation mode &amp; Process</b>	<b>Revenue Sharing Model</b>
<b>C1</b>	Programmes funded by External Agencies	As per the model prescribed by the external funding agency
<b>C2</b>	<p>Programmes fully funded by UOH.</p> <ol style="list-style-type: none"> <li>1) The Expenditure estimates shall be submitted as part of the proposal.</li> <li>2) Expenditure over and above the original estimate shall have to be approved by the fund sanctioning authority.</li> <li>3) The Revenue (R) constitutes the sanctioned fund +Revenue through registration fee + amount generated through sponsorship.</li> <li>4) The Expenditure (E) constitutes the actual expenditure not exceeding the originally approved expenditure +additional expenditure approved.</li> <li>5) R-E shall be the surplus of the programme.</li> </ol>	<ol style="list-style-type: none"> <li>1) 20% of the amount of surplus (subject to a maximum of Rs.1.0 Lakhs) will be the share of the coordinator(s)</li> <li>2) The share of the coordinator(s) shall be credited to FPDF account(s)</li> <li>3) The other 80% will be the internal revenue of UoH</li> </ol>
<b>C3</b>	Programmes NOT funded by UOH	1) If the programme utilizes UoH infrastructure (labs, halls etc)

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		<p>to conduct the programme; then the surplus will be shared in the ratio of 80:20 between faculty coordinator(s) and UoH.</p> <p>2) If the programme is organized without utilizing the UoH infrastructure (such as out station events or events held within Hyderabad); then the surplus will be shared in the ratio of 85:15 between faculty coordinator(s) and UoH</p> <p>3) The share of the coordinator(s) shall be credited to FPDF account(s)</p>
<b>D</b>	<b>ONLINE/ IN PERSON/BELENDED Short duration Teaching Courses / programmes where the University awards a certificate/diploma (NOT DEGREE) through an examination (including the MOOCs courses offered by the CDLTR)</b>	
	<ol style="list-style-type: none"> <li>1) The number of credits shall be fixed. Each credit shall have 10 hours of teaching contact and commensurate load of homework/assignments etc</li> <li>2) The teachers may be paid Rs. 3,000 per clock hour of teaching (for teaching evaluation, counselling put together)</li> <li>3) The coordinator himself can take the whole course teaching load or may involve other teachers.</li> <li>4) The course material expenses (license charges for case studies, purchase of text books, photo copying charges etc) shall be borne by the University at actuals</li> <li>5) The Course running/office expenses may be reimbursed to the coordinator at actuals not exceeding Rs. 2,500 per credit.</li> <li>6) The Surplus shall be the revenue from the programme less expenses listed from sl 2) to 5) above.</li> <li>7) The Surplus/deficit shall be estimated at the very beginning of the course/programme.</li> <li>8) In case of deficit the expenditure estimates be revised downwards so that there is no liability from the</li> </ol>	<ol style="list-style-type: none"> <li>1) The Revenue is the amount collected for each offering, net of taxes</li> <li>2) Expenditure includes: <ol style="list-style-type: none"> <li>A) Teaching Honorarium</li> <li>B) Programme Running costs.</li> <li>C) Evaluation Honorarium</li> <li>D) Evaluation Costs</li> </ol> </li> <li>3) 20% of the amount of surplus (subject to a maximum of Rs.1.0 Lakhs) will be the share of the coordinator(s)</li> <li>4) The share of the coordinator(s) shall be credited to FPDF account(s)</li> <li>5) 50% of the surplus(after faculty share) will go to CDLTR as a maintenance</li> </ol>

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	University	grant. 6) 50% of the surplus(after faculty share will go to the University.
<b>E</b>	<b>Short duration Teaching courses / programmes offered through CDVL; where the University awards a certificate/diploma (NOT DEGREE) through an examination</b>	
	1) The Course/ Programme should have been fully developed and certified by UoH 2) The number of credits shall be fixed. 3) There shall be no teaching as the delivery will be asynchronous and learning is self-paced.	1) As per existing Norms
<b>F</b>	<b>Short duration Teaching courses / programmes offered through CDVL; where the University awards a certificate/diploma (NOT DEGREE) through an examination (with a Delivery Partner)</b>	
	1) The Course/ Programme should have been fully developed and certified by UoH. 2) The number of credits shall be fixed. 3) There shall be no teaching as the delivery will be asynchronous and learning is self-paced.	1) 20% of the UoH Share shall be the share of the coordinator(s) not exceeding ₹ 2.0 Lakhs. 2) The share of the coordinator(s) shall be credited to PDF account(s) 3) Other things as per the existing norms
<b>G</b>	<b>RESEARCH PROJECTS</b>	
	<b>Revenue generation mode &amp; Process</b>	<b>Revenue Sharing Model</b>
<b>G1</b>	<b>Funded by Govt. agencies)</b> 1) The proposal may include such as recurring, non-recurring, consumables etc. 2) Shall include Overheads at 15% (or per the funding body guidelines) of the total cost of the project. 3) The proposal is routed through RDC and rest of the steps are same as mentioned	1)The University will claim 15% overhead on the overall budget of the proposal like other public/govt sponsored projects. 2)The Overheads are shared between Centralized OH, Corpus, RDC and FPDF

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G2	<b>Funded by Industry/NGO/Private Agencies</b> <ol style="list-style-type: none"> <li>1) The proposal may include such as recurring, non-recurring, consumables etc.</li> <li>2) Shall include Overheads at 15% of the total cost of the project.</li> <li>3) The proposal is routed through RDC and rest of the steps are same as mentioned</li> </ol>	<ol style="list-style-type: none"> <li>1) The University will claim 15% overhead on the overall budget of the proposal like other public/govt sponsored projects.</li> <li>2) The Overheads are shared between Centralized OH, Corpus, RDC and FPDF</li> </ol>
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 Prof. Irala Lokanandha Reddy  
 13/12/23

  
 Prof. Ghanashyam Krishna (Chair)  
 13/12/23

  
 13-12-2023  
 Prof. Samrat L. Sabat