



INDIAN ACADEMY OF ORAL MEDICINE AND RADIOLOGY

5/8/25

To

The Esteemed Members of the Indian Academy of Oral Medicine and Radiology (IAOMR),

Subject: Invitation for Suggestions on Draft Guidelines for Research Funding

Dear Members,

This is to formally inform you that the proposed guidelines for research funding for postgraduate students and faculty members of IAOMR has been uploaded to the website for your kind perusal.

We invite you to review the draft and share your valuable suggestions.

Kindly send your feedback to the email ID of the Honorary Secretary at:

secretaryiaomr@gmail.com ON OR BEFORE 31ST AUGUST 2025.

Your input will be instrumental in finalizing the guidelines.

Thank you for your continued support.

Warm regards,

Dr Shivaprasad S

Honorary Secretary of IAOMR



INDIAN ACADEMY OF ORAL MEDICINE AND RADIOLOGY

“Rules and Regulations Regarding Research Grant for Members of the Indian Academy of Oral Medicine and Radiology”

1. Short title, extent and commencement-

- a) These rules may be called as “Rules and Regulations Regarding Research Grant for Members of the Indian Academy of Oral Medicine and Radiology”
- b) It shall be applicable to all members of the Indian Academy of Oral Medicine and Radiology (herein after referred as the IAOMR), including the IAOMR Life members and IAOMR Associate members.
- c) These rules shall come into existence with effect from the date of its issuance.

2. Definitions-

Words and expression used in this rules shall have the same meaning, respectively, assigned to them in the Indian Academy of Oral Medicine and Radiology constitution (*hereinafter* referred as 'the said constitution').

3. Objectives of the Rules—

- a) To facilitate and provide financial assistance to the research work in the field of health sciences by the students /teachers /guides/clinical practitioners who are member of the IAOMR.
 - b) To promote interest and aptitude for research amongst the students and to promote quality of research activity of IAOMR members by providing Research Grant.
 - c) To foster collaboration among healthcare professionals from different disciplines and therapeutic pathways to address pressing healthcare challenges, improve patient outcomes, and contribute to national health priorities.
4. For the IAOMR Research grant, IAOMR will publish a circular on the official website of the IAOMR each year. The members of IAOMR should apply

online/by email in the prescribed format, as per circular published by the IAOMR.

5. Eligibility-

- i) Postgraduate students who are good standing member of IAOMR (IAOMR Associate members) and whose remaining postgraduate study period is at least two years from the date of submitting the application for the research grant shall be eligible to apply for this grant. It shall be mandatory for the student to opt for guide / mentor who is an IAOMR member in good standing. However, not more than two students in each academic year shall be allowed to work under one guide / mentor (1:2 guide student ratio).
- ii) IAOMR Life members (teaching faculty and clinical practitioners) in good standing shall be eligible to apply for this grant.
- iii) Though annual membership is not currently available for IAOMR, however, in future any such annual members will not be eligible for research grant.
- iv) If there are more than one proposal on the same topic submitted by different members (if it is not joint or collaborative research work of more than one members), then all such proposals shall be verified and all the proposals may be rejected or any one proposal may be accepted on merit, as per the discretion of the IAOMR.
- v) The duration of research grant shall be up to 2 years. The grantee shall have to complete his/her research within a maximum period of two-years duration from the date of letter of sanction of grant from IAOMR.
- vi) Approval from Institutional ethical committee of the institute where research will be conducted shall be mandatory. Life members of IAOMR who are clinical practitioners and not associated with a teaching institution shall obtain ethical

approval from local ethics committee before conducting the research.

- vii) The terms and conditions regarding grant of this scheme shall be issued from time-to-time.

6. Research themes: The projects should align with IAOMR research interests, which will be defined and updated periodically. For the first cycle of the grant, the following research themes will be considered *(to be added after short listing themes from 12 topics per member in our discussion)*

7. Submission of Research Proposals with Plagiarism Report-

Along with the application, the desirous IAOMR members should upload Research Proposals online/via email along with plagiarism report.

7.1 Prescribed Format for Research Proposal-

- a) Title of research project
- b) Summary
- c) Background
- d) Novelty/Innovation
- e) Aims or objectives
- f) Research Question
- g) Review of Literature
- h) Methodology
- i) Expected Outcomes
- j) Limitations of this study (upto100words)
- k) Future plans based on expected outcomes
- l) Timelines
- m) Details of available resources to conduct proposed research
- n) All concerned formats
- o) Total financial tentative budget, with break-up under different heads

7.2 Details of Format for Research Proposal-

- a) Title of the proposed research project: should be concise and yet sufficiently descriptive and informative.
- b) Summary (up to 250 words): A structured summary should contain the following subheadings: Rationale, Background. Novelty, Objectives, Methods, and Expected outcome.
- c) Background (up to 500 words): State the background information to adequately present the problem statement, gap in the existing scientific literature and mention how the research question addresses the knowledge gap.
- d) Novelty/Innovation (up to 250 words): Describe how the proposal challenges and seems to shift the current research/knowledge/clinical practice paradigms etc. by utilizing novel theoretical concepts, approaches or methodologies, instrumentation or interventions etc. Mention if there is a refinement, improvement, or new application of theoretical concepts, approaches or methodologies, instrumentation, or interventions in the proposed study.
- e) Study Objectives: Define the objectives clearly and in measurable terms; mention as primary and secondary objectives if necessary. Do not write too many objectives.
- f) Review question: using standardized format, if necessary
- g) Review of Literature (up to 1000 words of minimum last 10 years): Review to be written cohesively to build justification for the research question to be addressed with reference of key publications in the field. Reference in Vancouver style may be provided at the end of literature review. (References will not be included in the word count)
- h) Methodology (up to 2000 words): Include the following subheads
 - Study design
 - Sample size
 - Data collection
 - Statistical analysis plan
- i) Expected Outcomes (upto100words)

- j) Limitations of this study (upto 100words)
- k) Future plans based on expected outcomes if any (upto100 words)
- l) Timelines/Gantt Chart: Details of activities to be carried out along with timelines during preparatory phase, data collection, analysis & report writing to be provided.
- m) Details of available resources, including personnel, equipment and instruments to conduct proposed research
- n) All concerned formats of case record form/consent letter/details of drugs to be used/standardized method of preparation of drug etc.
- o) Budget: Should be appropriate and as per IAOMR guidelines, tentative budget, with break- up under different heads, along with copy of quotations and contract for service. Justification for all the components of the budget projected in the proposal to be provided in detail.

7.3 Tentative Budget Heads (may be modified depending on research proposal)

Sr. No.	Budget Heads
1.	Drugs and Lab Investigations, Calibration of Instruments
2.	Recurring expenses for Chemicals, Consumables, Stationary, Contingency, Printing, Travelling
3.	Miscellaneous expenses
4.	Researcher's own contribution

8. Procedure of approval of proposals—

- a) Research proposals, complete in all respects, received online/through email shall be reviewed by the review committee. The review committee should receive the proposals unblinded by the IAOMR secretary only.

The review will be carried out by the committee members who should not reveal their positions till the end of their tenure. The committee will evaluate the relevance and robustness of research projects and shortlist the proposals to be presented in front of scrutinizing committee. This committee will consist of active researchers, postgraduate teachers, and retired teachers in the field of Oral Medicine and Radiology and shall comprise of 5 members.

The scoring criteria will be as follows:

Domain	Maximum score
Background & rationale of the project - is it likely to solve a priority problem?	20
Novelty/innovation – is the study developing or testing a new idea?	20
Possible impact – is it likely to have an impact on health outcomes?	15
Methodology – are study methods appropriate to achieve the objectives?	30
Implementation strategy and milestones to be achieved – is the study feasible in a timely manner?	15

- b) Shortlisted proposals selected by the review committee shall be sent to the scrutinizing committee of IAOMR, which will assess the completeness of the proposals as per requirement, social & scientific relevance and feasibility in a blinded manner and shortlist the proposals to be presented in front of Approval committee. The scrutinizing committee shall consist of 3 members with reputable research background in Oral Medicine and Radiology. This committee shall scrutinize the research proposals in a blinded fashion and the committee members should not reveal their positions till the end of their tenure.
- c) The final step will be Approval committee which will be formed by the Head office, IAOMR and include the Office bearers of IAOMR for that year including the President, the secretary, the treasurer and Head Office members. The Approval committee, after evaluating the proposals shall recommend proposals for final allotment of research grant.

9. The selection of IAOMR members, for the award of research grant will be done after a technical evaluation of the research plan and only on the ground of merits of the plan. The decision of the committee in this regard shall be final. Request for reconsideration or any objections on selection will not be entertained at all.
10. The research proposals, as recommended by the Approval committee, shall be placed before President, IAOMR for approval. The rights to accept or reject any one or all projects received under this option shall lie with the President. His/her decision shall be final and binding upon all the concerned.
11. By way of Sanction Letter, IAOMR will inform the concerned member, regarding acceptance of the proposal and sanction of research grant.
12. Applicant should submit their acceptance of the research project in the prescribed time.

13. Procedure for release of Research Grant:-

- a) The Researcher will submit the Progress Report as per set objectives regarding his/ her research work to the IAOMR every 6 months.
- b) **Initially 50 % of approved amount will be released to the researcher and remaining amount will be released by review of progress report and Final report of the Research Project.** On receipt of the Final Report, IAOMR shall place the same before the Review Committee for its approval. It shall be lawful for the concerned Review Committee to suggest any correction/amendment in the Final Report. In such conditions, the concerned member has to incorporate all the suggestions given by the concerned Review Committee. Thereafter, the concerned researcher shall again submit the modified final Report to IAOMR. After verification of compliance by the researcher as prescribed by the Review Committee, the remaining grant amount approved by IAOMR will be released to the concerned researcher. The IAOMR shall then issue a prescribed Completion Certificate to the researcher.
- c) The concerned IAOMR researcher and his/ her guide (if applicable) shall be liable for submission of appropriate Utilization certificate. The Utilization Certificate should be certified by their respective guide for

student members and duly certified by chartered accountant/HoD/Head of the institution for Life members shall be acceptable.

14. Responsibilities of researcher who receive the research grant from IAOMR
 - a) To submit the research paper of this sponsored research for publication in IAOMR Journal/ peer reviewed indexed journal. The IAOMR affiliation must be mentioned in the publication.
 - b) To acknowledge the IAOMR funding for the Research Project in any scientific publication/communication.
 - c) To complete the research within stipulated time.
15. Any Intellectual property (IP) generated from the IAOMR funded project shall include name of IAOMR as applicant in the IPR.
16. Regarding interpretation of any provisions of the above rules, the decision of the President, IAOMR shall be final and binding on all concerned.
17. The IAOMR shall have right to repeal or amend any provision in these rules at anytime as per decision of Annual General Meeting.
18. All the words or terms denoting any gender shall include all genders.
19. Undertaking is required by the Principal Investigators & counter signed by guide (for associate members) for the utilization of the Research Grant amount. In the event of any irregularities in the conduct or non-completion of the sanctioned project the research grant amount will be returned back.

20. Timeline:

Call for proposals	To be decided
Evaluation and selection of proposals by review committee	
Evaluation and selection of proposals by scrutinizing committee	
Announcement of award-winning proposals by approval committee	
Release of grant to the awardees	
Submission of final report and utilization certificate	

Annexure 1: Application form



**Indian Academy
Of Oral Medicine
And Radiology**

(Registered with the Registrar of Societies, Govt. of Karnataka
Registration Number 32/86-87) Bangalore - 560 098

**Research Grant for Members of the Indian Academy of Oral
Medicine and Radiology**

Part I: PERSONAL DETAILS (to be submitted separately)

Name

Age & Gender

Affiliation

Designation

City & State:

Pin code

Telephone:

Mobile phone:

Email address:

IAOMR Registration no.

DCI Registration No. with validity

Home Address

Name & Details of Co-investigator/s (if any):

Department/Place of proposed research:

Part II: RESEARCH PROPOSAL DETAILS (to be attached separately)

- a) Title of research project
- b) Summary
- c) Background
- d) Novelty/Innovation
- e) Aims or objectives
- f) Research Question
- g) Review of Literature
- h) Methodology
- i) Expected Outcomes
- j) Limitations of this study (upto100words)
- k) Future plans based on expected outcomes
- l) Timelines
- m) Details of available resources to conduct proposed research
- n) All concerned formats
- o) Total financial tentative budget, with break-up under different heads

Sr. No.	Budget Heads
2.	Drugs and Lab Investigations, Calibration of Instruments
2.	Recurring expenses for Chemicals, Consumables, Stationary, Contingency, Printing, Travelling
3.	Miscellaneous expenses
4.	Researcher's own contribution

Attachments (mandatory):

1. Short C.V. with latest photo
2. Ethical Clearance Certificate
3. Copy of the updated DCI registration & IAOMR membership
4. In case of RCT, attach the proof of registration with online Clinical Trial Registry of India (CTRI of ICMR)

Declaration

I confirm that the information provided by me is correct to the best of my knowledge. If any of the above-mentioned information is found incorrect/false, my application can be rejected. I also agree to abide by the terms and conditions for the grant.

Place:

Signature:

Date:

Name of the researcher:

For IAOMR Associate members

Countersigned by the Guide/Mentor

Signature.....
.....

Name, designation & complete address
.....
.....
.....

IAOMR number, mobile number & email
.....
.....

For IAOMR life members associated with teaching institution
Counter sign by Head of the Department /Head of the Institution

Signature.....
.....

Name, designation & complete address:
.....
.....

For IAOMR life members not associated with teaching institution

PROPOSED BY Name: Dr.

.....
... IAOMR Membership No: LM (Only life members allowed and in case the
IAOMR membership no. is not there, please contact the HGS in this
regard).....
.....

City / Town / Village: State:
..... Pin code: Telephone Nos. (With STD Code): Fax No.:
..... (R) (C)

Mobile Nos.: E-Mail Address:
..... @

Signature:

SECONDED BY Name: Dr.

.....
... IAOMR Membership No: LM (Only life members allowed and in case the
IAOMR membership no. is not there, please contact the HGS in this regard) Full
correspondence address:
.....
.....
.....

..... City / Town / Village: Telephone Nos. (With STD
Code): Fax No.: Bank: (R) State:
..... Pincode: (C) Mobile Nos.:

..... E-Mail Address:
..... @ Signature:

Annexure 2: Format for Sanction order



Indian Academy Of Oral Medicine And Radiology

**(Registered with the Registrar of Societies, Govt. of Karnataka
Registration Number 32/86-87) Bangalore - 560 098**

Letter number.....

Date.....

To,

Dr.

Subject: Grant of financial assistance for conducting research project titled –“....”

Dear Dr

With reference to above mentioned subject, I am happy to inform you that your proposal has been evaluated by review and approval committee of IAOMR and has been recommended for funding support of Rs.....

Please submit your acceptance for conducting of the research project within 15 days via email. Kindly send the following details for remitting the payment:

Account number:

Name of the Account holder:

Name of the Bank:

Branch Name:

IFSC code:

The financial support is subject to the condition that it shall be utilized after following the provisions laid down in GFR 2017 or its updated version. Kindly submit 3/6 monthly progress report of your project as per annexure 3, final report as per annexure 4 and utilization certificate as per annexure 5 as the project work proceeds.

Yours faithfully,

Secretary, IAOMR

Annexure 2: Format for 3/6 monthly reporting of Research project



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I A- To be filled by the Researcher

1. Name of the Researcher :
2. Department :
3. Title of the Research :
4. Name of the Guide :
5. Co –guide (if any) :
6. Date of Starting Research & receiving grant :
7. Progress Report number submitted : First / Second /Third / Fourth report
8. Total amount of grant sanctioned :
9. Total amount of grant received to date :
10. Institutional Ethical Committee Clearance for the current study
(Date issue of Certificate) :

I B – The details of Half Yearly Report in the following aspects:

- a) Total No. of review of the literature collected :
- b) Progress / standardization in research methodology identified :
- c) Progress of research work (material procured/ samples collected / procedures) :
- d) Observations & results obtained till date (if any) :

e) Future plan of work :

f) Gantt Chart :

I C - 3 month wise detailed break- up of Grant money received & Utilized

Sl No.	Contingency/ consumables (Share the quantity and Price)	Justification
1.		
2.		
3.		
4.		

Signature:

Name of the researcher:

Signature:

Name of the Guide/HOD/Head of
the institute/Senior IAOMR
member (Proposer or Secondar)

Annexure 4: Final report format



Indian Academy Of Oral Medicine And Radiology

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Research Grant for Members of the Indian Academy of Oral Medicine and Radiology

FINAL REPORT FORMAT

1. Title and objective of the Research

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2. Methodology followed (in brief)

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3. Results

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4. Conclusion & clinical relevance

Signature:

Name of the researcher:

Signature:

Name of the Guide/HOD/Head of
the institute/Senior IAOMR
member (Proposer or Seconder)

Annexure 5: Utilization certificate format



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Research Grant for Members of the Indian Academy of Oral Medicine and Radiology

UTILIZATION CERTIFICATE FORMAT

1. Name of the researcher: _____

2. Affiliation: _____

3. Amount of grant sanctioned: _____

4. Funds utilized

S.No.	Head of expenditure	Fund utilized

5. Unutilized funds, if any:

Signature:

Name of the researcher:

Signature:

Name of the Guide/HOD/Head of
the institute/Senior IAOMR
member (Proposer or Secondar)

Annexure 6: Format to be filled by the Review committee

a) Status of completion First / Second /Third / Fourth report :

b) Remarks : Poor / Satisfactory / Good :

c) Suggestions, if any:

d) Permission to sanctioned the balance grant amount :

Signature of the Committee members:

Names	Signature