

Partial Financial Assistance for holding National/International Conference/Seminar in Uttar Pradesh

Uttar Pradesh Council of Agricultural Research (UPCAR), Lucknow, Uttar Pradesh extends partial financial support, on selective basis, for organising National and International seminars or conferences. State Agriculture University and ICAR Institute of Uttar Pradesh engaged in promoting scientific research, are eligible for financial support under the scheme. The support is primarily given to encourage participation of young scientists and research professionals in such events along with nominal support for pre-operative expenses like announcements brochures etc.

The primary focus of the scheme is to support events having strong orientation towards scientific research in the areas of basic sciences, engineering, technology, agriculture & medicines. Events dealing with social science, management and those purely concerned with policy matters are generally not encouraged but may be considered as an exceptional case if there is a strong interface with mainstream areas of support. The scientific/technical contents of the events, thematic relevance, contextual impact and extent & level of participation are key components for deciding the support worthiness and quantum of support for individual events.

Funding for national and international seminars/symposia/conferences will be , as follows:

National Seminar/Symposium/Conference:	Up to Rs. 50,000/-
International Seminar/Symposium/Conference:	Up to Rs. 1,00,000/-

Eligibility

- Applicant should be and Indian Citizen residing in India.
- The applicant(s) must hold a regular position in a recognized State Agriculture University and ICAR Institute of Uttar Pradesh .
- Application should be submitted not earlier than 180 days and not later than 60 days, before the date of the event.

Application Procedure

For successful submission of the application the following points may be noted:

- Convener should submit the proposal as per the format **Annexure-I**

Mandatory For All Applicants

- Certificate from the Convener. **Annexure-II**
- Endorsement Letter from the Head of Institution. **Annexure-III**
- Announcement Brochure.
- Technical Program with session Wise details and name of session chair/co-chair.
- List of Keynote Speakers.

**Other Technical Details
(Financial Assistance to Seminar / Symposia)**

Name of the event-

a. Broad details of estimated expenditure: (In Rupees)

a)	TA/DA for Young Scientists (Indian)	
b)	TA/DA for Senior Scientists (Indian/Foreign)	
c)	Pre-conference printing (Announcements, certificate, etc.)	
d)	Publication of Proceedings	
e)	Stationery	
f)	Secretarial Assistance	
g)	Local Hospitality(Welcome ceremony, Lunch and dinner)	
h)	Misc.	
	Total =	

2. Financial assistance required from UPCAR for the proposed event:

- a) Domestic Travel for Young and Senior Scientists (Indian/Foreign)
- b) Contingencies (Stationary items, Working Tea / Lunch, Audio-Visuals etc.)
- c) Pre-Conference Printing (Announcements, abstracts etc.)

Total

3. Details of income:

A. Revenue:

- a) Registration fees =
- b) Advertisement Charges =
- c) Sponsorships =

B. Contribution by organizing Society/Institute =

C. Support from other funding agencies:

	Agency Name	Amount Requested	Amount Committed	Amount Received
a)				
b)				
c)				
	Total		(a+b+c)	(a+b+c)
	Grand Total		(A+B+C)	(A+B+C)

4. Details of previous grant received by convener from UPCAR in past: NA

S. No.	Sanction order No.	Date	Name of Activity (Seminar / Conference / Workshop etc.)	Amount Sanctioned (Rs.)	UC Furnished to UPCAR (Y/N) (If Y, attach UC copy)
1.					
2.	No				

5. Details of previous grant received by organizing Institute / University / College / Society from UPCAR in past: Not Applicable

S. No.	Sanction order No.	Date	Name of Event (Seminar / Conference / Workshop etc.)	Amount Sanctioned ()	UC Furnished to UPCAR (Y/N) (If Y, attach UC copy)
1.	No				
2.	No				

6. Details of participation in the event:

A. Foreign Delegates (Nos.):

B. Indian Delegates (Nos.):

a) Young Scientists (<35 years):

b) Senior Scientists:

7. List of participants (Confirmed)

S. No.	Name of participant	Affiliated department and institute (with full address)	Email id	Contact no (office & mobile)
1.				
2.				
3.				
4.				
5.				
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26.				

**Note: To avoid any failure for consideration of submitted application, please do not make any changes in the prescribed format of this document.*

***Annexure No. (If any):*

Certificate from the Convenor

Event Name:

1. The same proposal for organize conference/ seminar/ workshop/ symposia titled has not been submitted elsewhere for financial support; if submitted, kindly furnish the details

2. I agree, I will submit audited statement of Income and Expenditure, Utilization Certificate and brief report within three months after the completion of the event.

3. I agree to display the UPCAR logo on all materials being used for the event.

4. I declare I have already submitted all financial papers (UC & SE) for previous grant received; if not submitted, kindly provide details

5. I agree to abide by the terms and conditions of UPCAR grant.

Name and signature of the Convenor:

Date:

Place:

Name and signature of the Co-Convenor (if any):

Date:

Place:

Endorsement from the Head of the Institution

(To be given on University/ Institute/ Organization/ College/ Society Letter head)

This is to certify that:

1. Dr. / Shri , the Convenor of the proposed conference/ seminar/ workshop/ symposia titled
..... Is working in our University / Institute will assume the full responsibility for organizing the same.

2. The convenor is a regular employee of our University/ Institute and working as.....
in department.

3. The convenor will be governed by the rules and regulations of University/ Institute/ and will be under administrative control of the University/ Institute/ for the completion of all the formalities related to the approved event.

4. The grant-in-aid by the UPCAR, Lucknow will be used to meet the expenses related to the approved event only i.e. Domestic Travel for Young and Senior Scientists (Indian Only), Pre-Conference Printing (Announcements, abstracts etc.), Contingency/Incidental Expenses (to meet working expenses/accommodation/venue costs during the event).

5. The University/ Institute will provide basic infrastructure and other required facilities to the convenor for implementing of the event.

6. The University/ Institute will submit materials (i.e. audited income expenditure statement, brief report of the event, copy of certificate, abstract book etc.) related to the approved event to UPCAR, Lucknow after completion.

7. The University/ Institute/ Organization/ College/ Society assumes to undertake the financial and other management responsibilities of the released grant for the event.

Signature of Convener / Organising Secretary

Signature with Seal (Head of the Institution i.e. Registrar/Director