

GOVERNMENT OF RAJASTHAN
DEPARTMENT OF SCIENCE & TECHNOLOGY
Vigyan Evam Praudyogiki Bhawan, Shastri Nagar, Jaipur.
Guideline and format for Workshop & Seminar (R&D)

Department of Science & Technology invites applications for Financial Year 20____ - 20____ for providing catalytic grant to various Universities/colleges/State Government Research department/Institution, who are interesting in holding Workshops/ Seminars/Conferences/Symposiums, Meets, etc. of International/ National/ State Level.

Application should be submitted by Head of Institutions/Departments (as the case may be) in prescribed format given below along with documentary proof of grant/support received from other agencies.

Prescribed format for inviting application(s) is given below.

Same can also be down loaded from Website www.dst.rajasthan.gov.in

All application(s) should reach this office at following address :-

**Director
Department of Science & Technology,
Government of Rajasthan,
Vigyan Evam Praudyogiki Bhawan,
Shastri Nagar, Jaipur**

GOVERNMENT OF RAJASTHAN
DEPARTMENT OF SCIENCE & TECHNOLOGY
Vigyan Evam Praudyogiki Bhawan, Shastri Nagar, Jaipur.

Performa for seeking catalytic grant for holding workshop/ Seminar/Symposium/Conference etc. on subject related to "Science & Technology".
(To be submitted in 3 months in advance of holding the Seminar/Workshop/Symposium/Conferences).

S. No	Particulars	Details
1.	Activity	
2.	Broad Subject Area	
3.	Name of Activity	
4.	Proposed Dates & Period	
5.	Venues	
6.	Name and address of Organising Institution	
7.	Name & Address of Contact Persons for the Seminar with Designation	
8.	Broad Details of Estimated Expenditure	
9.	Details of Funds from other Sources (if any) (annex documents in support)	1. Rs. 2. Rs. 3. Rs. 4. Rs. Total
10.	Financial assistance required from DST, Rajasthan for the workshop etc.	
11.	Details of participants a. Participants b. Guest Scientists	(Kindly enclose Letter of consent)
12.	Brief Statement of Objectives of Workshop etc. (in 100-150 words)	
13.	Bank details of Institution/ College, prescribe are mentioned as below : Account Holder Name : Name of Bank : Account Number : IFSC Code : Mobile No. of Convener :	

Place:
Dated

Signature and Seal
of Organising Secy./ Competent Authority

Forwarded by

Place :
Dated :

Signature and Seal
of Head of The Institution

Government of Rajasthan
Department of Science and technology

No. F7(6) DST/R&D/WORK/14/9864

Dated : 08.10.2014

Circular

Guidelines for seeking financial Assistance under grant –in –aid of R&D
Division for scheme Workshop/ Seminar/Conferences / Symposium

The Department hereby lay down guidelines to provide assistance in grant-in-aid to Workshop/ Seminar/Conferences / Symposium under R&D Division

1	Title of the Scheme	Assistance to Workshop/ Seminar/ Conferences / Symposium under R&D Division
2	Introduction	To provide scientific platform to the Scientists of the State, department invites and provides financial assistance for organizing Workshop/Seminar/Conference on burning issues and topics of National & International Scientific Interest. Preference is given to those, which are need based and are of problem solving.
3	Lump sum administrative Sanction	Issued
4	Budget Head	मांग सं 11 – विविध सामाजिक सेवायें 3425 – अन्य वैज्ञानिक अनुसंधान 01 – भारतीय सर्वेक्षण 800 – अन्य व्यय (10) – अनुसंधान एवं विकास प्रभाग [00] - [-] 12– सहायतार्थ अनुदान iv वर्कशाप/सेमीनार/मीटिंग्स/कान्फ्रेन्स
5	Aims & Objectives	To provide opportunity to Scientists & Technologists to interact & keep address with a latest scientific & technological advancement made from time to time.
6	Pre requisite	<ul style="list-style-type: none"> • Topics of event must be National & International Scientific Interest. • Workshop/Seminar/Conference must be International/National/State level. • Institution or other share for International/National/State level events must be of minimum 50% • State Government /Autonomous Institutions. (Universities and Autonomous Colleges of UGC) Private University and colleges. • Financial support shall only be provided for :- Pre-Conference printing, Conference Kit, souvenir printing, Honorarium, Stationary, Transport and Secretariat assistance
7	Methodology a. Requisite	<ul style="list-style-type: none"> • Floating of advertisement in leading News Papers for inviting applications. • Applications should be sent to department (in duplicate) in prescribed format duly forwarded (through proper channel). • Application should be received in department at least – 2 months in advance.

	b. Selection	<ul style="list-style-type: none"> • On the basis of proposals received in the Department, three categories of the Workshop/Seminar/Conference etc. will be formed- <ul style="list-style-type: none"> (I) State level (II) National level (III) International level • Based on above categories financial assistance will be provided as under: <ul style="list-style-type: none"> ○ State level- Rs.25,000/- to Rs. 50,000/- ○ National level- Rs.50,001/- to Rs.1,00,000/- ○ International level - More than Rs.1,00,000/- • Committee of experts (relevant subjects expert not below the rank of Associate Professor –on case to case basis) headed by Director, S&T through presentation for National & International level event. • For State level event with the approval of Director, S&T
8	Mode of Funding	<ul style="list-style-type: none"> • Grant in aid to Institution as per GF&AR

This bears the approval of Secretary, Science and Technology Government of Rajasthan, Jaipur on file.

OSD III

No. F7(6) DST/R&D/WORK/14/9865-76

Dated : 08.10.2014

Copy for information & necessary action:-

1. P.S. to Secretary, Science & Technology, Government of Rajasthan, Jaipur
2. P.A. to Director, Department of Science & Technology, Mini Secretariat, Jaipur
3. Programmer, Department of Science & Technology, mini Secretariat, Jaipur for up loading on departmental website
4. Deputy Director(Plan), Department of Science & Technology, Mini Secretariat, Jaipur
5. Incharge Officer, Regional Offices, Department of Science & Technology, Ajmer (AJM)/Bikaner/Kota/Jodhpur/Udaipur
6. AAO, Department of Science & Technology, Mini Secretariat, Jaipur
7. Guard File

Project Officer (R&D)