

GOVERNMENT OF RAJASTHAN
DEPARTMENT OF SCIENCE & TECHNOLOGY
Guidelines & format for Workshop & Seminar
(Biotechnology)

Department of Science & Technology invites applications for current financial year for providing catalytic grant to various Universities/colleges/State Government Research department/Institution, who are interested 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 downloaded 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

Proforma for seeking catalytic grant for holding workshop/ Seminar/Symposium/Conference etc. on subject related to "Biotechnology". (To be submitted 2 to 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 Organizing 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 Secretary/Competent Authority

Forwarded by

Place :
Dated :

Signature and Seal
of Head of The Institution

No. F7(17) DST/BT/WORK/2017/9482

Dated : 15/12/2017

Circular

Guidelines for seeking financial Assistance under grant-in-aid of BT-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 BT Division

1	Title of the Scheme	➤ Assistance to Workshop/ Seminar/ Conferences / Symposium under BT Division
2	Introduction	➤ To provide a platform to the biotech scientists of the State, DST invites and provides financial assistance for organizing Workshop/Seminar/Conference on burning issues and topics of national & international interest.
3	Budget Provision	➤ Rs 5.0 lakhs
4	Lump sum administrative Sanction	➤ Issued
5	Budget Head	➤ S.no.5 ; Head 3425-01-800-(06)-00;BT Grant in aid sub head (iv)
6	Aims & Objectives	➤ To provide opportunity to Scientists & Technologists to interact & keep address with a latest scientific & technological advancement made from time to time.
7	Pre requisite	<ul style="list-style-type: none"> ➤ Theme of the event should be of national & international scientific interest ➤ Workshop/Seminar/Conference must be of International/National/State level. ➤ Organising institute & others share should 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, Stationery, Transport and Secretariat assistance
8	Procedure	<ul style="list-style-type: none"> ➤ Applications should be sent to DST (in duplicate) in prescribed format duly forwarded (through proper channel). ➤ Application should be received in department at least 2 months in advance. ➤ On the basis of proposals received in the Department, three categories of the Workshop/Seminar/Conference etc. will be formed for financial assistance <ul style="list-style-type: none"> i. State level Rs50,000/- to Rs.70,000/ ii. National level Rs70,000/- to Rs1,50,000/- iii. International level Upto Rs2,00,000/- ➤ Approval by a 3 member Committee headed by Director, S&T through presentation for National & International level event. ➤ For State level event with the approval of Director,S&T
9	Mode of Funding	➤ Grant in aid to Institution as per GF&AR

This bears the approval at competent level

Project Officer (BT)

No. F7(17) DST/BT /WORK/2017/

Dated :

Copy for information & necessary action:-

1. P.S. to Secretary, Science & Technology, Government of Rajasthan, Jaipur
2. P.A. to Commissioner, 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 (BT)