



## ICSSR-NORTHERN REGIONAL CENTRE, NEW DELHI

### APPLICATION FORM

Partial Financial Assistance to Organize  
Seminars/Graduate Seminars/Conferences/Workshops in India

Applicants should read the *General Guidelines*  
Before completing the Application Form

Name and Address of the Organizers:	Phone: Fax: E-mail: Website:
Name and address of the Convener	Phone: Fax: E-mail: Website:
Theme of the Conference/Seminar/Workshop	
Concept Note one Page of Seminar/Conference/Graduate Seminar/Workshop List of tentative participants /contributors and tentative programme of the Seminar / Conference/Graduate Seminar/Workshop. Kindly send soft copy of the documents also.	
Sub-Themes:  1. 2. 3. 4. 5.	Proposed Dates:  Venue:

Number of Participants		
	(in number)	(in words)
Local		
Outstation		
Total		
Funding Details:-		
Detailed Budget indicating amount to be incurred on TA/DA, hospitality, Transport, Stationery, Secretarial Assistance. Typing and Xeroxing work and other contingent expenditure etc.		
<b>S.NO.</b>	<b>Items</b>	<b>Amount</b>
1.	Domestic Travel	
2.	Accommodation to participants	
3.	Tea- snacks, Lunch and Dinner	
4.	Transport	
5.	Stationery	
6.	Xeroxing	
7.	Secretarial Assistances	
8.	Contingency	
9.	Honorarium to paper writers	
10.	Any other (Specify)	
	<b>Total</b>	

\* Please consult Guidelines for preparing the Funding Details

Amount expected from NRC (maximum financial assistance Rs. 1,50,000/-)		
Institutional Funding		
Own Contribution	Amount Sought	Amount sanctioned by the institution
Funding from other sources:		
Name of organization	Amount Sought	Amount sanctioned

I hereby certify that the above information is correct to the best of my knowledge and that I shall abide by the Terms & Conditions as laid down in the guidelines of the Scheme.

**Signature of the Applicant**

**Date**

**Name (block letters)**

**Designation:**

**Address:**

**Signature of the Head of the Institution/Organization  
(Seal)**

**Date**

**Name (block letters)**

**Designation:**

**Address:**

**N.B.**

1. The application should be forwarded by the Head of the Institute/Organization viz. Director/Registrar/President/Chairman, etc. duly signed and stamped. The applications should reach three months prior to schedule date of seminar/conference/graduate seminar/workshop.
2. In case of approval, the funds will be released to the forwarding institution/Organization.
3. NGOs and other registered societies should in addition provide information in Form "S" along with relevant documents.
4. In case of non-fulfilment of any of the Terms & Conditions, the applicant/organization will not be eligible for further support under any of the schemes of the Centre.
5. **The duly filled in and completed form in all respects with minimum of three months before the scheduled date of Seminar/Conferences/ Workshop along with documents may be sent to:**

Applications, complete in all respects, should be addressed to:

**The Hony. Director  
Northern Regional Centre  
Room No. 003, Old CRS Building  
Jawaharlal Nehru University  
New Delhi-110067**

**☎.No. 011-26741607,26741610; E-mail: [nrcicssr@gmail.com](mailto:nrcicssr@gmail.com), [info@nrc-icssr.org](mailto:info@nrc-icssr.org)**