



STEM-Research Society
(Science, Technology, Engineering and Management)
Organising Scientific Events Grant Scheme

MAIN APPLICATION - (TO BE FILLED IN BY THE ORGANIZERS)

1. a) Name of the Institution/ Society/Research Organization who proposed to organize the Event (Symposium/Seminar/National or International Conference/Workshop/others) :

- b) Nature of the organization (Pl tick mark \sqrt):

S. No.	Institution/scientific organization	Mark \sqrt
i.	Govt. Organization	
ii.	Central University	
iii.	State University	
iv.	Deemed University	
v.	State Govt College	
vi.	Private College	
vii.	Autonomous Body	
viii.	Research Institute	
ix.	Professional Body	
x.	Registered Society	
xi.	Public Sector Undertaking	
xii.	Others (Pl Specify) _____	

2. a) Full title of the Scientific Event: _____

- b) Major discipline the Scientific Event Falls under (Pl tick mark \sqrt as applicable):

- Technology Innovation Engineering Mathematical Sciences
 Physical Sciences Space Engineering Application
 Multi-disciplinary Information Sciences ML/DL/Blockchain/Startup/Other

- c) Venue of the Event: Address : _____

City _____ State _____ Pin _____

- d)

Date of the Event (DD/MM/YY): From ___/___/20__ to ___/___/20__

- e) Organizers (Name and affiliation)

Chairperson(s): _____

Organizing Secretary (s): _____

f) Technical Association (If any): _____

g) Publication Partner: _____

h) Complete Address of the **contact person for all Communications:**

Name: Dr/Ms/Mr _____

Designation: _____

Department (if any): _____

Name of the Institute/Society: _____

Address _____

City _____ State _____ Pin _____

Contact no with STD code _____ Mobile _____ e-mail _____

3. When was an activity on the similar topic organized by you last: _____

4. a) Main theme of the Scientific Activity (Attach separate sheet, if required):

b) Details on the scientific program and technical sessions (Attach separate sheet, if required)

5. a) Relevance in the national context (Attach separate sheet, if required):

b) How will the activity help in the promotion of science and technology (Attach separate sheet, if required)

c) How will the activity help the Society (Attach separate sheet, if required)

6. Authority letter from organization permitting Organizers to hold the Event enclosed? Yes/No.

8. a) Details of Participations:

Total delegates	
National	_____ Nos
International	_____ Nos

Young Scientists	
Ph.D. Students/ Res. fellows	_____ Nos
Post Docs	_____ Nos
Graduate Students	_____ Nos
Master Students	_____ Nos
Industry outside Academic	_____ Nos
Internal Participants (belonging to host Institute)	_____ Nos
External participants (belonging to other than host Institute)	_____ Nos

b) Principal speakers (Keynote/Plenary and Invited)

S.No.	Name	Institution
i.		
ii.		
iii.		
iv.		
v.		
vi.		
vii.		

9. Anticipated expenditure under the following heads:

S No.	Anticipated Heads of Expenditure(s)	Amount (Rs)
i.	Travel support	
ii.	Registration Fee Waiver	
iii.	Promotion (<i>web site, brochures, stationary, proceedings</i>)	
iv.	Sponsorship Assistance	
v.	Local Hospitality	
vi.	Venue Charges (if applicable)	
vii.	Conference Kit and other materials	
viii.	Miscellaneous (clearly specify)	
TOTAL		

10. Anticipated income:

S No	Details	Amount (Rs)
i.	Registration fee	
ii.	Scientific Exhibition	
iii.	Grant from the organizing society/Institution/organisation	
iv.	Sponsorship (Other than STEM)	
v.	Any other Source	
TOTAL		

11. Estimated Head-wise Grant requested from STEM Research Society (Not Applicable for hosting Symposium/Seminar/Conference/Workshop supported by STEM Research Society):

S. No.	Budget Head (s)	Amount (Rs)
i	Travel expenses	
ii	Registration Fee Waiver	
iii	Promotion (<i>web site, brochures, Stationery, proceedings</i>)	
iv	Sponsorship Assistance	
v	Local Hospitality	
vi	Venue Charges	
TOTAL		

12. Overhead Head(s) charged and Facility requirement to STEM Research Society (Applicable for hosting Symposium/Seminar/Conference/Workshop supported by STEM Research Society):

S. No.	Budget Head(s)	Amount (Rs)
i	Travel Allowance/expenses of core committee members of STEM research Society (Maximum Five Members with their Family)	As per the Institute Norms
ii	Honorarium for core committee members of STEM research Society for 4-days (Maximum Five Members)	As per the Institute Norms
iii	STEM Research Society Overhead	@5% of the final registration excluding Institutional GST, subject to a maximum limit of Rs. 1,00,000/-
iv	Breakfast, Lunch, Dinner, High Tea (Local Hospitality)	As per the Institute Norms
v	Guest House for core committee members of STEM research Society (Maximum Five Members with their Family)	As per the Institute Norms
vi	Annual head for Website Development and Maintenance	Rs. 30,000/-
vii	Any Other(s)	

12. Details of other R&D Organizations/agencies approached for sponsoring the proposed activity:

S. No.	Name of the agency/ R&D organization	Grant requested	Grant received	Grant expected
i.				
ii.				
iii.				

13. a) Have you received any grant from STEM during the last 3 years. If yes, give details:

S. No.	Amount (Rs)	STEM Grant No	Conference Title and period	Whether audited statement of expenditure/UC has been submitted?
i.				
ii.				

b) Copy of the audited statement of expenditure/utilization certificate of the **TOTAL EXPENDITURE/ GRANT ISSUED/RECEIVED FROM THE STEM** must be enclosed (Within one month of organizing the event):

14. State the name of the Authority (Director, registrar, Dean or any other designated authority) of society/Institution/organization to whom the grant can be released. **(Please note that the grant cannot be released to an individual's account, also Not Applicable for hosting Symposium/Seminar/Conference/Workshop supported by STEM Research Society):**

15. Any other information, which you may like to add:

In not more than 200 words

We further declare that the information furnished above is correct and that we will submit all UCs/Audited statement of expenditure for the hosting the event from STEM under this Scheme.

16. Signatures with Seal:

**Organising
Secretary(s):**

**Chairperson(s) of
Organising
Committee**

**Head of the Institution /
Organisation**

Signature _____

Signature _____

Signature_____

Name: _____

Mob No. _____

Email _____

Name: _____

Mob _____

Email ID _____

Name: _____

Mob No. _____

Email ID _____

Seal / Stamp

Seal / Stamp

Seal / Stamp