



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

SUMMARY SHEET (TO BE FILLED IN BY THE ORGANIZERS)

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

2. a) Full title of the Event _____

- b) Nature of the Scientific Event: Regional National International
3. Venue _____ City _____
4. Dates (DD/MM/YY): From _____/_____/20____ to _____/_____/20____
5. Name and affiliation of the organizers
a) Chairperson: _____
b) Organizing Secretary (s): _____
6. No. of delegates expected: Nos. _____
7. Anticipated expenditure (Total) : Rs _____
8. Expected income from all sources : Rs. _____
9. Grant requested from STEM research Society: Rs. _____
10. **Attachments with the Application (Mandatory):**
 - a. **Application proforma STEM/CONF/22/SPO/MAIN complete in all respects, duly signed by authorised signatory with the official seal**
 - b. **Authority letter from the Academic Institution/Society/Research Organization for organizing the scientific activity.**
 - c. **Copy of the Audited Statement of expenditure/Utilisation certificate of the TOTAL EXPENDITURE/ GRANT ISSUED/ RECEIVED FROM THE STEM (Within one month of organizing the event):**
 - d. **Brochure of the proposed scientific activity**

e. Detailed Report of the event (Within one month of organizing the event):

Signature of Organizing Chairman/Secretary _____

TO BE FILLED BY ONLY BY STEM OFFICE

Observations: _____

Recommendation of Expert: Regret/Deferred/Approved _____

Signature of Director STEM Research Society _____
