



**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 pro forma STEM/CONF/21/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 issued grant received from STEM Research Society (Within one month of organizing the event):**

d. **Brochure of the proposed scientific activity**

e. **Copy of the proceeding and report of the event (dully signed by Organizing Chairman/Secretary)**

Signature of Organizing Chairman/Secretary _____

TO BE FILLED BY STEM OFFICE

Observations: _____

Recommendation of Expert: Regret/Deferred/Approved Rs _____

Signature of Expert _____
