

GRANT FOR ORGANISING CONFERENCE

1.1		Objectives
	(a)	The scheme provides financial assistance to institutions for organizing Conference at National and International level in various fields of Technical Education. The Scheme intends to promote high standards in Technical Education by way of extending opportunities to the academicians and working professionals by providing a forum for sharing their knowledge, experiences, innovations and inventions. Preference shall be given to topics of interdisciplinary nature, emerging and thrust areas in Technical Education.
1.2		Eligibility
	(a)	The Host Institution must be an AICTE approved Institute/ AICTE approved University Department with at least 10 years of existence.
	(b)	Coordinator must be full time regular faculty with adequate experience in teaching and research with publications.
	(c)	Maximum one proposal per Institute per year would be considered.
	(d)	The applicant Host Department should be preferably from NBA accredited.
1.3		Duration of Project
	(a)	The proposed/approved conference shall be conducted within six month from the date of receipt of confirmation/offer letter from AICTE.
1.4		Limit of funding
	(a)	15 Lacs of which 5 Lacs will be met from registration fee/sponsor contribute and another 5 Lacs to be contributed by the Institute. The remaining 5 Lacs shall be grant from the AICTE.
1.5		Disbursement of the Funds
	(a)	50% amount as advance.
	(b)	50% on submission of UC and other documents as per terms and conditions.
1.6		Processing Methodology:
		The proposal shall be assessed by an expert committee constituted as follows
	(a)	Three experts not below the rank of Associate Professor.
	(b)	At least one member among the experts shall be from the concerned stream.
1.7		Terms and conditions
	(a)	Prior permission of the Council is essential for conducting Conference.
	(b)	Funds once released/sanctioned for organizing the particular Conference cannot be utilized for any other programme.
	(c)	In case the event is cancelled, the funds will be returned back to AICTE immediately with interest incurred.
	(d)	Any change in the programme for holding Conference, change of Coordinator name and Venue date would required prior approval of the council, failing which the offer for the grant already issued would be treated as automatically withdrawn.

(e)	<p>The funds under the scheme are released in two installments.</p> <ul style="list-style-type: none"> • The first installment (Fifty percent of the total amount sanctioned by AICTE) is released before the event on the receipt of acceptance letter. • The second installment will be released after the receipt of the following documents. <ul style="list-style-type: none"> (i) Feed-back of participants with signatures; (ii) Photographs of the Conducted events. (iii) Utilization certificate and statement of accounts in prescribed proforma duly audited by the Chartered accountant in the case of private institution and by the finance officer/account officer in respect of government/government- aided institution as per prescribed format. (iv) Supporting bills/documents on account of expenses incurred for the purpose duly attested by Head of the Institute. (v) Copies of proceedings through hard/soft copies.
(f)	<p>The University/Institution should submit the documents necessary for release of 1st installment within 15 days of receipt of the offer letter and document necessary for release of 2nd installment within 1 month from the dated of conduct of the event.</p>

