



ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
अखिल भारतीय तकनीकी शिक्षा परिषद
GRANT FOR ORGANIZING CONFERENCE (GOC)

1	Introduction				
	The scheme provides financial assistance to institutions for organizing Conference in various fields of technical education.				
2	Objective				
	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.				
3	Types of Conferences supported				
	<table border="1" style="width: 100%;"><thead><tr><th style="text-align: center;">Onsite Conference</th><th style="text-align: center;">Online Conference</th></tr></thead><tbody><tr><td style="text-align: center;">(i) National (ii) International</td><td style="text-align: center;">(i) National (ii) International (including e-Conference, Virtual Conference, web-conference, Digital Conference)</td></tr></tbody></table>	Onsite Conference	Online Conference	(i) National (ii) International	(i) National (ii) International (including e-Conference, Virtual Conference, web-conference, Digital Conference)
Onsite Conference	Online Conference				
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	Note: (a) Organizers must reach out overseas participants for International Conferences. (b) For an International conference, at least 3 eminent national or international experts (from academia, industry or R&D Labs) with outstanding contribution in the theme of the conference are necessary for delivering key-note address, enriching the theme.				
4	Eligibility				
	(a) AICTE approved institute with at least 8 years of existence. (b) Coordinator must: (i) be full time regular Associate Professor or Professor or a senior faculty with at least 10-year experience in teaching and research with publications and (ii) have organized at least three conferences if applying for international conference and one conference if applying for national conference. (c) Institute should also identify a Co-coordinator who must be a faculty with (i) at least 7 year of experience in teaching and research and (ii) have organized at least one conference if applying for an international conference. (d) The department organizing the conference should preferably be NBA accredited. (e) Weightage will be given to conferences supported by organizations (working in the theme of the conference) like:				

	<ul style="list-style-type: none"> (i) leading professional bodies like IEEE/ ASME/ ASCE etc. (ii) reputed organizations/ departments/ technical universities etc. (iii) industry/ industry associations/ R&D labs etc. 	
5	Limit of Funding from AICTE	
	Onsite Conference	Online Conference
	<p>National Level Conference: One-third of the total expenditure incurred on organizing the Conference subject to maximum of Rs. 3 lakh.</p> <p>International Level Conference: One-third of the total expenditure incurred on organizing the Conference subject to maximum of Rs. 4 lakh.</p>	<p>National/ International Level Conference: One-third of the total expenditure incurred on organizing the online Conference subject to maximum of Rs. 50,000.</p>
6	Disbursement of the Funds	
	On reimbursement basis after successful completion of conference and submission of requisite documents by the institute.	
7	Processing Methodology	
	<ul style="list-style-type: none"> (a) Online submission of application by the institution. (b) Applications received every two months will be processed in a single lot. (c) Screening/ scrutiny of applications at Council. (d) Evaluation of applications by the expert committee. (e) The final decision will be taken by the Council, keeping in view the recommendations made by the experts and the availability of funds for the scheme. (f) After the Council's approval, the Sanction Letter for the conference will be sent to the institution. (g) Sanction Letter can be used by institute to raise funds from other sponsors. 	
8	How and When to Apply	
	<ul style="list-style-type: none"> (a) Applications are invited throughout the year. (b) Institute must apply through its login ID at aicte-india.org and must apply at least: <ul style="list-style-type: none"> (i) 6 months prior to date of National Conference. (ii) 8 months prior to date of International Conference. 	
9	Terms and Conditions	
	<p>For the Coordinator:</p> <ul style="list-style-type: none"> (a) The approved Onsite Conference is required to be conducted within twelve months and the Online Conference within six months, from the date of receipt of sanction letter from AICTE. (b) At least 15% and 25% participation from other states is must for onsite conference and online conference respectively. 	

- (c) Papers from host institution should not be more than 10% of the total papers.
- (d) Coordinator will maintain an electronic record of papers, participants, their institution & its location, to ensure that norm of Pan-India participation, overseas participants in International Conferences and papers from local faculty, are adhered to and also shared with AICTE.
- (e) Coordinator should maintain a web-page for the Conference on its institute's website.
- (f) The academic background of the coordinator, co-coordinator and paper presenters must be in conformity with the theme of the proposed conference.

For the institution:

- (a) Institute will be eligible to receive the grant for Conference once in two years.
- (b) Any change in the programme for holding Conference, change of Coordinator name and Venue/ date would require prior approval of the council, failing which the offer for the grant already issued would be treated as automatically withdrawn.
- (c) The institution is required to post the link of funding schemes of AICTE on its website and conference webpage.

Fund utilization:

- (a) 10% of the funds sanctioned by AICTE should be utilized for registration fee of participants belonging to SC/ST category.
- (b) Funds once released/ sanctioned for organizing the particular Conference cannot be utilized for any other programme/ conference.
- (c) In case the conference is cancelled, it must be informed to AICTE immediately.

Use of Logo of AICTE:

- (a) Wherever online information regarding a conference is displayed, the AICTE logo must be prominently displayed.
- (b) All publicity materials/ advertisements/ brochures/ invitation cards/ any other collaterals/ event backdrop etc. related to conference, must carry AICTE logo.
- (c) The Conference venue in terms of stage backdrop/ podium must prominently display the AICTE logo.

10 Documents to be uploaded on AICTE Portal

On receipt of Sanction Letter:

The Acceptance Letter with dates of Conference, within 15 days from the date of receipt of the Sanction Letter duly signed and seal affixed by Coordinator and Head of the Institutions along with permission/ clearance of Government of India for organizing Conference.

After conduct of the Conference:

Institute has to fill up Report on AICTE portal and upload following documents:

- (a) Copy of proceedings of conference.
- (b) Feedback of the participants.
- (c) Geotagged photographs (maximum 15) of the conference.

11 Documents to be submitted after conduct of the conference

- (a) Utilization Certificate and Statement of Accounts in prescribed format duly audited by the Chartered Accountant in the case of a private institution and by the Finance Officer/Account Officer in respect of government/government- aided institution.
- (b) Supporting bills/documents on account of expenses incurred for the purpose duly attested by the Head of the Institute.
- (c) Soft copy of final report submitted on portal as mentioned above (in section 10).

	Note: AICTE may withhold fund release to the Institute in its other schemes, if the project is not closed by submitting the documents within the stipulated time.
12	Monitoring
	AICTE may depute an Officer/Observer to oversee the quality of the conference and collect feedback from the venue.
13	Expected Outcomes
	<p>(a) Dissemination of knowledge and sharing of new innovative ideas among participants and delegates from across the globe which would further help them in developing new ideas relevant to their research work.</p> <p>(b) Awareness of the recent developments in the field.</p> <p>(c) Publication of the papers in a high impact journal.</p> <p>(d) Novel ideas for impact on the UG/ PG student projects.</p> <p>(e) New research areas or improvement in ongoing research.</p> <p>(f) Ideas to create roadmap for upcoming projects and possibilities for opening new avenues for research.</p> <p>(g) Collaborations between institutions and industry.</p> <p>(h) Learning of best practices.</p>
14	For more information contact us
	<p>Scheme related Information: e-mail address: gocidc@aicte-india.org Phone Number: (011) 29581334</p> <p>Technical Information: e-mail address: it2idc@aicte-india.org</p>