

*Annexure-A*

DR.BABASAHEB AMBEDKAR MARATHWADA UNIVERSITY,  
CHHATRAPATI SAMBHAJINAGAR



Research & Development Cell

**APPLICATION FORM**

**Applications for financial assistance for organizing Workshops/Training programs/Seminars/Symposium and International/National/Regional/State level conferences**

1.	Name of the organizing University Department/College	
2	Address of the University Department/College Email..... mobile no.	
3	Date of establishment of College	
4.	NAAC Accreditation status	
5.	NIRF Rank	
6	2(F) 12(B) status	
7	ACTIVITY- (Conference/Seminar/Workshop/Symposium/training Program.	
8	Status (Regional/ State/ National/International)	
9	Duration of the Activity	From _____ to _____
10	Proposed Venue	
11	Name &Designation of the Convener/Coordinator/Organizing Secretary	
12	Name &Designation of the Members of Organizing Committee	
13	<b>Detailed Proposal of the Activity</b>	
	a. Title of the conference/seminar/workshop etc.	
	b. Theme of the conference/seminar/symposium	
	c. Concept note of the Program(Please attach separate sheet)	

	d. Target audience/participants with expected number	
	e. Details of technical sessions: (please mention themes to be covered in the technical sessions)	
	f. Name of the Resource Persons/Experts (session-wise)	
	g. Expected outcome: (Briefly mention about the technological/academic or any other benefit of this activity with respect to the institution, faculty, students, industry and society).	
14	If international, whether clearance from Government of India has been obtained (if yes, please attach supporting documents)	
15	In case of International Conference kindly give resources for International travel, if any	
16	In case the college/Centre/Department is hosting Annual Conference of Academic Association/Academic Body or Collaborating with any other Association/Body/Institution, please attach document	
17	<b>Details of Estimated Expenditure (in Rs.) for which financial assistance is sought</b>	
	a. TA (within India) for Resource Person/Experts	
	c. Honorarium for Resource Person/Experts	
	c. Pre-Conference printing (Banner, announcements, abstracts, stationery etc.)	
	d. Publication of Proceedings	
	Local Hospitality including boarding and lodging	
	f. Stationery	
18	Details of Assistance sought from other Agencies/Organizations	
19	Details of income from the following sources i. Registration fee ii. Advertisement iii. Sponsorship and iv. Contribution by other sources	
20	<b>Details of grant received by the College/Centre/Department for previous such Activities, if any</b>	
	a. Name of the Activity (Seminar/ workshop Conference etc.)	
	b. Date and duration of the Activity	
	c. Amount Sanctioned (Rs.)	

	d. Whether accounts have been settled	
21	Whether the college has any pending amount	
22	Whether the college has any pending court cases against Dr.BAMU , if yes give details	

**Note – All necessary supporting documents shall be attach along with proposal**

**Signature of Coordinator/Convener of the Program**

**Head of the Department/ Principal of the college**

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