

Application format

Scheme for Financial assistance to Seminars/Symposia/Workshops/Training Programmes

CENTRE FOR ENGINEERING RESEARCH AND DEVELOPMENT
College of Engineering Trivandrum Campus
Thiruvananthapuram. Pin 695 016

Application for Financial Assistance
Seminars/Symposia/Workshops/Training Programmes

1. Title of the Seminar/Workshop/Symposium/Training Programme :

2. Name and address of Coordinator organizing the programme:
(Cell No. and E-mail are mandatory)
(Brief Bio-data to be enclosed)

3. Subject area/s covered:

4. Collaborating institutions/Organizations (if any) :

5. Proposed date/s of the programme with venue details:

6. Importance of the programme with its regional/national significance :

7. Number of participants and experts likely to attend, and the topics of lectures/papers (please provide detailed schedule of the programme):

8. Estimated expenditure (item-wise statement should be attached) :

No	Particulars	Amount (Rs.)
1	Honorarium of experts	
2	TA/DA and Accommodation of experts/ participants	
3	Course material/ course kit	
4	Light Refreshment/Lunch	
5	Printing, postage, banners etc.	

6	Charges for supporting services	
7	Stationery/Consumables	
8	Honorarium to coordinator	
9	Contingencies	
	Total	60000

9. The sources of funding the programme including agencies from which financial assistance is obtained/expected to be obtained, and the quantum of assistance from each agency :

10. Quantum and nature of assistance expected from the CERD :

Declaration

Certified that the details furnished above are correct to the best of my knowledge and belief and that the amount of financial assistance, if granted, will be utilised for the purpose for which it is granted within the time prescribed by CERD. I also undertake to abide by the rules and other conditions prescribed by the grantee.

**Name and Signature of
the coordinator**

**Name & Signature of the
Head of Institution**

Place:

Date:

(Office Seal)