

GUIDELINES FOR FINANCIAL ASSISTANCE FOR ATTENDING INTERNATIONAL CONFERENCE/SEMINAR/ WORKSHOP ABROAD

About the scheme: -

Science & Technology Department, Haryana has a scheme under which financial assistance is provided to the Professors/ Teachers/ Research Scientists/ Engineers/ Doctors/Officers Working in any of the Research Institution/University/Office of Haryana State and Research Scholar/Post Graduate students studying in Academic/Research Institution of the Haryana State. The applicants shall be provided financial assistance up to maximum of Rs. 50,000/- or 50% of the actual air fare whichever is less on account of air fare (economy class) lowest prevailing rates.

Objectives of the scheme: -

- i) To augment the indigenous efforts and to take advantage of latest scientific/technological innovations taking place in various countries.
- ii) To encourage scientists for higher research.

Eligibility conditions: -

- i) The applicant has an invitation and acceptance of his/her paper to be presented in the conference/ or has an invitation to chair a session or is an invited speaker.
- ii) The applicant is working/studying in state university/ educational/ research institute or technical personnel of the Government of Haryana.
- iii) The conference/seminar/workshop is of an international character.
- iv) The scheme will cover all the disciplines in science or technology.
- v) The application must be supported by a recommendation from one renowned scientist from same discipline.
- vi) The applicant should not have availed financial assistance from this office during the last three years.
- vii) The application completes in all respect, forwarded through proper channel and received 8 weeks prior to the date of the conference.

Documents required: -

- i) One copy of the complete application form and record sheet.
- ii) Invitation from organizers and important correspondence from the organizers.
- iii) Recommendation from one renowned scientist from same discipline.
- iv) Abstract of the paper to be presented in the Conference/Seminar/Workshop.

- v) Evidence in support of acceptance of the paper or presentation and or invitation from organizer to chair a session or an invited speaker.
- vi) Evidence to show that the conference is of international Character.
- vii) Technical programme of the Conference.
- viii) If the paper is co-authored then no-objection certificate(s) from the author(s) who is (are) not going abroad has (have) to be enclosed with the application.
- ix) Detail regarding the financial assistance provided by other funding agencies including the parent institution.
- x) Brief note on the benefits arising on attending the Seminar/workshop.

Other conditions: -

- i) The excess amount, if any, occurring due to grant from the employer or other funding agency etc. will have to be returned to the DST, immediately.
- ii) Proof of currency conversion during the period of attending the conference.
- iii) Proof of lowest prevailing economy class air fare.
- iv) If approved, the department will initially issue a commitment letter agreeing to support. The amount will be reimbursed to the candidate only on his return to India after participation in the conference, submission of proof of attending the conference, fulfilling the terms & conditions of the scheme and submission of claim of bills (in original) through proper channel.
- v) The application for the financial assistance under the above scheme should be addressed to the Director General, Science and Technology Department, Haryana, Bays No.35-38, Sector-2, Panchkula (Haryana) in the prescribed Performa.