

Government of Jharkhand
Department of Higher and Technical Education

(Jharkhand Council on Science, Technology and Innovation)

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/ Ranchi, Date: 09/05/2024

From,

Sayyed Riyaz Ahmad, I.A.S
Under Secretary to Government.

To,

The Registrar,
All State Universities, Jharkhand
All Private Universities, Jharkhand
All Deemed-to-be-Universities of Jharkhand
Central University of Jharkhand.

The Director / Principal,

IIM, Ranchi / IIT (ISM), Dhanbad / IIIT, Ranchi / NIT, Jamshedpur / BIT Sindri,
Dhanbad / Government Engineering College, Palamu / All Government Polytechnics /
Government Women's Polytechnics.

Subject : Grant for organizing Seminar / Workshop / Conference / Symposium at State / National / International Level.

Dear Sir / Madam,

With regard to the above mentioned subject, this is to inform you that the Jharkhand Council on Science Technology and Innovation (JCST&I) has initiated a Scheme to provide grants to eligible academic institutions in the State of Jharkhand to organize Seminar / Workshop / Conference / Symposium at State / National / International Level.

In this regard, a dedicated MIS Portal has been developed by JCST&I for receipt and evaluation of proposals in **ONLINE Mode only**. The link for the MIS Portal id as follows: -

Link for MIS Portal : https://jcsti.jharkhand.gov.in/jcsti_mis/

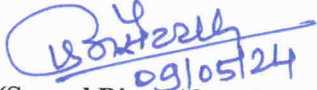
The MIS Portal can also be accessed through the official website of JCST&I i.e. <https://jcsti.jharkhand.gov.in/> by clicking the "Apply Now" option on the first page of the website.

Further, the detailed guidelines of the Scheme has been attached for your reference and can also be accessed on the official website at <https://jcsti.jharkhand.gov.in/grant-for-symposium-workshop-seminar-conference.html>.

It is requested that you may kindly display this letter and the attached guidelines at all prominent places in your Campus (including your website) for kind information of all the interested applicants. It is also requested that all State Universities may kindly circulate it among their Constituent and Affiliated Colleges to ensure effective dissemination of information.

Encl: As attached

Yours faithfully


(Sayyed Riyaz Ahmad), I.A.S
Under Secretary to Government

Jharkhand Council on Science, Technology and Innovation

(Department of Higher and Technical Education, Govt. of Jharkhand)

Science City Campus, Chiraundi, Morabadi, Ranchi, Jharkhand - 834008

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GUIDELINES FOR FUNDING INTERNATIONAL / NATIONAL / STATE LEVEL SEMINAR /CONFERENCE /WORKSHOP /SYMPOSIUM

Seminar /Conference /Workshop /Symposium plays a crucial role in the popularization of science and technology as it helps in dissemination of knowledge, establish collaboration and networking among students, researchers and professionals, inspiring individuals to pursue careers in science and technology, creating awareness about latest developments.

Terms and conditions:

Levels / Types:

- (i) International level Seminar /Conference /Workshop /Symposium must have participation and paper presentation of more than 02 International delegates (Resource persons / Speakers).
- (ii) National level Seminar /Conference /Workshop /Symposium must have participation and paper presentation of delegates (Resource persons / Speakers) from more than 02 states, other than Jharkhand.
- (iii) State level Seminar /Conference /Workshop /Symposium must have participation and paper presentation of not less than 03 Resource persons / Speakers and at least 50 participants.

Note -: Advertisements and public announcements for International/ National Level Seminar /Conference /Workshop /Symposium should be carried out at least 6 months prior to the date of occurrence of the event.

Limits of funding:

- (i) Grant for International level Seminar /Conference /Workshop /Symposium will be Rs. 10 lakhs.
- (ii) Grant for National level Seminar /Conference /Workshop /Symposium will be Rs 5 lakhs.
- (iii) Grant for State level Seminar /Conference /Workshop /Symposium will be Rs. 1 lakh.

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Eligibility for Institution / Organization:

- (i) The institution approved by UGC / AICTE or Institutes of National Importance or Constituent / Affiliated colleges of State Universities or organization of State Government / Central Government within the State of Jharkhand / 10+2 schools of Jharkhand recognized by JAC / CBSE / ICSE are eligible to submit applications for the grant.
- (ii) The event shall contribute to the development of Science and Technology ecosystem in the state.
- (iii) The proposal should clearly mention the expected outcome and its utility to the state.
- (iv) Format for application for the scheme will appear on the website of JCSTI / <https://www.jharkhand.gov.in/hte/jcst> and will be available throughout the year.
- (v) Application should be submitted at least 45 days before the commencement of the Seminar /Conference /Workshop /Symposium.
- (vi) The application should contain proper justification for each head under which the proposal for grant has been submitted.
- (vii) Application shall be examined by duly constituted Project Appraisal Committee (PAC) approved by the Secretary, DHTE cum Member Secretary of Executive Committee, JCSTI , consisting of following:-
 - (a) Executive Director, JCSTI, Ranchi -Chairperson
 - (b) A representative of Directorate of Technical Education, not below the rank of Professor - Member
 - (c) A Finance Officer from Department of Higher & Technical Education - Member
 - (d) Two (02) Experts of related subject domains from the reputed institutions / organization, within or outside Jharkhand as decided by the Chairperson - Member
 - (e) Technical Officer, JCSTI, Ranchi -Member Secretary
- (viii) The committee shall appraise the proposal and submit its recommendations with concurrence from at least 2/3rd of the members (with at least 01 Expert of related subject domain).
- (ix) The committee shall have its meeting at least once a month or as decided by the Chairperson
- (x) Application shall be finally approved by the Secretary, DHTE cum Member Secretary of Executive Committee, JCSTI on the basis of recommendations of the PAC.

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Release of funds:

- (i) The first installment of 80% of total approved grant shall be released to the institute / organization on the bank details provided in the application form.
- (ii) Financial Assistance shall be provided by the JCSTI for expenditure on invited guest lecturers / keynote speakers, auditorium and hall charges, stationary, printed material, bags, folders, pads, pens, typing, photocopying, photography, videography, flex, banner, sound system, contingency, catering cost, etc.
- (iii) The catering cost shall not be more than 50% of the total expenditure.
- (iv) In all publications / flex / bags / folder / banners / material words "sponsored by Jharkhand council on science technology and innovation, Ranchi." must appear.
- (v) Any infrastructure like phone, hall, auditorium, furniture, audio-visual equipment computer etc. available in the institute, must be utilized without any charge.
- (vi) Details of co-sponsoring agency if any and financial support should be clearly mentioned in the application form attached as Annexure-01.
- (vii) Application for financial assistance should be submitted to Executive Director JCSTI, Ranchi in 05 hard copies and 01 soft copy 45 days before commencement of the Symposium / Workshop / Seminar / Conference.
- (viii) The remaining 20% grant shall be released after submission of statement of accounts, bills and vouchers with valid GST number and utilization certificate duly signed by the Accounts Officer / Authorized Officer of the organization / institutions and counter signed by head of the organization / institution along with other publication materials like souvenir, proceedings (with ISSN / ISBN) etc. relating to the event within 30 days from completion of the event.
- (ix) The sanctioning of the grant in no way bounds the institute / organization to incur the full amount as expenditure and it should follow the rule of financial prudence while incurring expenditure against the released grant.
- (x) Change of venue or dates should be reported to the Executive Director, JCSTI, Ranchi promptly.
- (xi) Report (Clearly stating the outcomes achieved) and 02 complete sets of papers presented in the Seminar /Conference /Workshop /Symposium, press clippings photographs outcomes of the program should be sent to the JCSTI office within 30 days from completion of the event.
- (xii) Only application furnishing all the required details / information and duly signed by or / forwarded by the head of the Institution / Organization will be considered for further process.
- (xiii) Settlement of previous grant released by JCSTI and submission of utilization certificate shall be compulsory for release of any new grant.

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Non-compliance:

In case of non-compliance, to any of the clauses of the guidelines, the institution / organization shall not be eligible for further support under the schemes of JCSTI

The amount sanctioned for Seminar/ Workshop/ Conference/ Symposium shall be utilized within the duration of the Event. Any unspent amount shall be refunded to the JCSTI immediately after the completion of the event. If the applicant fails to utilize the sanctioned amount for the purpose for which the same has been sanctioned / or fails to submit the audited statement of expenditure within the stipulated period, the applicant will be required to refund the amount of the grant with penal interest 7% per annum. JCSTI reserves the right to terminate the sanctioned grant at any stage and also to recover the amount already paid with 7% penal interest if it is convinced that the grant has not been properly utilized or the applicant fails to submit audited account or expenditure.

Encl.: **Annexure- 01 (Application Form)**

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