

INDIAN COUNCIL OF SOCIAL SCIENCE RESEARCH
PUBLICATION AND RESEARCH SURVEY DIVISION
Application for Grant-in-Aid for Professional Associations/ Organisations of Social
Scientists for Running of their Journal(s).

1.	Name of the Research Journal		
2.	Name and Address of the Association/ Organisation <i>(Please note that grant will be given to only publicly funded institutions or other non-public institutions/ Organisation of outstanding reputation. Please furnish information as given in Annexure V for Non-public/ Privately funded institution/Organisation)</i>		
		Telephone	
		Email	
		Website	
3	Indicate whether this Professional Association/ Organisation Caters to any of the following Groups	SC <input type="checkbox"/> ST <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender <input type="checkbox"/> Persons with Disabilities <input type="checkbox"/>	
4	Educational Qualification and Academic Attainment of the Editor of the Journal. <i>(Please enclose a brief academic CV as an Annexure II)</i>		
5	Indicate if this Institution Received any ICSSR Grant Previously <i>(Please tick)</i>	Ongoing	
		Completed	
		Research Projects <input type="checkbox"/>	<input type="checkbox"/>
		Fellowships <input type="checkbox"/>	<input type="checkbox"/>
		Seminar Grant <input type="checkbox"/>	<input type="checkbox"/>
		International Travel <input type="checkbox"/>	<input type="checkbox"/>
	Publication Grant <input type="checkbox"/>	<input type="checkbox"/>	
6	If Completed, Specify	Date of Completion <input style="width: 150px;" type="text"/>	
		Report Submitted Yes <input type="checkbox"/> No <input type="checkbox"/>	

7	Incase the Grant is Approved, Indicate Name of the Organization /Designation in whose Favour the Cheque has to be Prepared.	
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Declaration

If any of the above information supplied by me is proved to be incorrect, my application form may be cancelled.

Place:

Date:

Signature of the Applicant

Undertaking

The _____ (Name of the Organisation/ Association) forwards application for the ICSSR grant for running of journal entitled _____ with an undertaking that this organization will provide basic required infrastructure facilities for utilization of ICSSR Grant and disburse it as per the terms and conditions of ICSSR.

Place:

Date

Signature of the Head of the Organisation/ Association with Stamp

Name and Designation

Annexures/Check-lists

Annexure-I	Information about the Professional Association/ Organisation of Social Scientists and its Journal(s).
Annexure-II	Brief CV of the Editor of the Journal.
Annexure-III	Copies of the last three issues of the Journal, if applying fresh.
Annexure-IV	Audited Accounts of the Journal for the last three years.
Annexure-V	Information required for privately funded Institution/ organization.
Annexure-VI	Sources from which the funds of the Association /Organisation are met (for the last three years).
Annexure- VII	Self-attested copy of the Contract/ Agreement/ MoU with the publisher (In case the journal is being published by a commercial publisher).

Annexure I

**INFORMATION ON THE PROFESSIONAL ASSOCIATION/ ORGANISATION
AND ITS JOURNAL(S)**

1	Name of the Organization with Year of Registration and Registration Number, if any	
2	Social Science Discipline/s with which the Association is Primarily Concerned	
3	Total Paid Membership of the Association as on 31st March of the Previous Financial Year	Life Membership <input type="text"/> Institutional Membership <input type="text"/> Foreign Life Members <input type="text"/> Patron Members <input type="text"/> Donor Members <input type="text"/>
4	Major Activities of the Association <i>(Please attach a separate sheet)</i>	
5	Amount of ICSSR Grant Requested Annually <i>(Please enclose a budget)</i>	
6	Major Discipline of the Journal	
7	Whether the Journal is Refereed/ Non-Refereed/ Peer Reviewed	
8	Periodicity	
9	Editor and Other Members of the Editorial Board	
10	Issues Brought Out During the Last Two Years	

11	Number of Copies Printed	
12	Subscription Details <i>(in numbers per volume)</i>	Indian <input type="text"/> Foreign <input type="text"/> Complimentary (Including Life Membership) <input type="text"/>
13	Subscription Income Annually (in Rupees)	
14	Expenditure on Each Volume (Published in the given year)	
15	Other Source of Funding, if any (please mention)	
16	Amount of Grant Requested Annually	Processing of Articles <input type="text"/> Printing <input type="text"/> Dissemination (Including Postage and Website Maintenance) <input type="text"/> Overheads (Not exceeding 10% of cost) <input type="text"/> Total <input type="text"/>

Signature of the Applicant

Name _____

Annexure V

INFORMATION REQUIRED FOR PROPOSALS FORWARDED BY NON -PUBLIC/ PRIVATELY FUNDED INSTITUTIONS/ ORGANISATION/ UNIVERSITIES

1	Name and Address of the Institution <i>(Please enclose attested copy of registration certificate or statutory notification)</i>																										
2	Major Thrust Area of Activity <i>(Please tick)</i>	<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Educational Institution</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Social Science Research institution</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Action Research & Awareness NGO</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Programme Implementation NGO</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Any other (Please specify)</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Educational Institution	<input type="checkbox"/>	Social Science Research institution	<input type="checkbox"/>	Action Research & Awareness NGO	<input type="checkbox"/>	Programme Implementation NGO	<input type="checkbox"/>	Any other (Please specify)	<input type="checkbox"/>															
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Any other (Please specify)	<input type="checkbox"/>																										
3	Organisational Capacity	<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Professional Staff (Number)</td> <td style="text-align: center;"><input style="width: 80%;" type="text"/></td> </tr> <tr> <td>Administrative Staff (Number)</td> <td style="text-align: center;"><input style="width: 80%;" type="text"/></td> </tr> <tr> <td>Total Annual budget last year (Rs. Lakhs)</td> <td style="text-align: center;"><input style="width: 80%;" type="text"/></td> </tr> <tr> <td>Total Salary budget last year (Rs. Lakhs)</td> <td style="text-align: center;"><input style="width: 80%;" type="text"/></td> </tr> </table>	Professional Staff (Number)	<input style="width: 80%;" type="text"/>	Administrative Staff (Number)	<input style="width: 80%;" type="text"/>	Total Annual budget last year (Rs. Lakhs)	<input style="width: 80%;" type="text"/>	Total Salary budget last year (Rs. Lakhs)	<input style="width: 80%;" type="text"/>																	
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4	Infrastructure Facilities <i>(Please tick)</i>	<table style="width: 100%; border: none;"> <tr> <td style="width: 40%;">Own Building</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="width: 20%;"></td> <td style="width: 20%;">Rented building</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Own library</td> <td style="text-align: center;"><input type="checkbox"/></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number of desktops</td> <td style="text-align: center;"><input type="text"/></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Number of laptops</td> <td style="text-align: center;"><input type="text"/></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Access to e-journals, if any (give numbers)</td> <td></td> <td></td> <td></td> <td style="text-align: center;"><input style="width: 80%;" type="text"/></td> </tr> </table>	Own Building	<input type="checkbox"/>		Rented building	<input type="checkbox"/>	Own library	<input type="checkbox"/>				Number of desktops	<input type="text"/>				Number of laptops	<input type="text"/>				Access to e-journals, if any (give numbers)				<input style="width: 80%;" type="text"/>
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Access to e-journals, if any (give numbers)				<input style="width: 80%;" type="text"/>																							

5	<p>Details of Activities in Last Five Years</p> <p><i>(Please give numbers)</i></p>	<p>Projects completed <input type="text"/></p> <p>Projects ongoing (current year only) <input type="text"/></p> <p>National Seminar/Conference organized <input type="text"/></p> <p>International Seminars/Conference organized <input type="text"/></p> <p>Trainings programmes organized <input type="text"/></p> <p>Publications <input type="text"/> <i>(Books, reports, monographs, articles published, training manuals etc.)</i></p>
6	<p>Details of the Current Governing Body and Research Advisory Committee</p> <p><i>(Please give name and address of members)</i></p>	
7	<p>When were the Last Elections of the Office Bearers held and when are the Next Due?</p>	

Declaration

I hereby certify that the information provided by me in the application and enclosed annexures are correct and true. I have not hidden/ misrepresented any facts.

If any of the above information supplied by me is proved to be incorrect, my application shall liable to be terminated at any stage of the award.

Place:

Date:

Signature

Seal

Name

Designation

Enclosure/Check list:

Enclose the following documents with **Annexure V:**

1. Attested copy of registration certificate or statutory notification.
2. Memorandum of Association, if registered as a society.
3. Photocopy of 'Income Tax Exemption Certificate', if any, issued to your organization.
4. Annual Reports of the last three years.
5. Audited Statements of Accounts of the last three years.