

NORTHERN REGIONAL CENTRE SEMINAR/CONFERENCE/WORKSHOP GUIDELINES

1. INTRODUCTION

ICSSR-Northern Regional Centre, New Delhi sponsoring Seminars/Conferences in the Northern Regional of India to promote social science subjects. They provide opportunities to researchers and academicians to exchange views and opinions, address and debate research questions on policy relevant issues and generate academic research output on important social problems.

1.1 The broad disciplines of study, within the domain of social sciences, are:

- (i) Sociology and Social Anthropology;
- (ii) Political Science / Public Administration;
- (iii) Economics;
- (iv) International Studies;
- (v) Social Geography and Population Studies;
- (vi) Commerce and Management;
- (vii) Social Psychology;
- (viii) Education;
- (ix) Social Linguistics / Socio-Cultural Studies
- (x) Law / International Law
- (xi) National Security & Strategic Studies;
- (xii) Other allied Social Science disciplines (Library Science, Social Work, Media Studies, Modern Social History, Health Studies, Gender Studies and Environmental Studies, Energy Studies, Diaspora Studies, Area Studies, Sanskrit-Society & Culture, etc.) to promote interdisciplinary and multidisciplinary research.

2. ELIGIBILITY

- 2.1 The organizing institution, to which the grant shall be released, should be from either from ICSSR research institute/institution of national importance as defined by the HRD Ministry/ University/deemed university/college recognized by the UGC. And Social Science Associations who fulfils the conditions such as (a) proper registration, (b) audited statement of accounts for last three years.
- 2.2 Regular faculty members having a Ph.D degree can apply as Convener/Co-Convener of the seminar/conference. Ph D/PDF scholars are not eligible to apply as Convener/Co-Convener. However, they can be permitted to be part of the organizing committee.
- 2.3 An individual applicant who had been given grant to organize seminar/workshop/conference can apply only after a gap of one financial year.

3. HOW TO APPLY

- 3.1 The applications should be submitted at least three months before the due date of the Seminar/Conference.
- 3.3 A hard copy of the seminar/workshop/conference, along with all enclosures, must be sent to: Hony. Director, ICSSR Northern Regional Centre, Room No. 003, Old CRS Building, Jawaharlal Nehru University, **New Delhi 110067**.
- 3.4 Seminar proposals and the final proceedings should be either in English or Hindi.

4. DURATION AND VALUE

Maximum upto Rs. 1.50 lakhs

- 4.1 The actual sanctioned amount will, however, depend on the quality of the proposal, importance of the theme, seminar location and number of participants as decided by the Expert.
- 4.2 **Financial Allocation** The seminar organizers should send budget estimates under the following permissible heads:

S.No.	Heads	Amount (in Rs.)
1.	Domestic Travel	
2.	Accommodation	
4.	Food Expenses	
5.	Honorarium to keynote speaker	
6.	Organizational Expenses (including Stationery, Xeroxing, Secretarial Assistance, Contingency and miscellaneous expenses)	
	Total	

5. RELEASE OF GRANT

The grant will be released in two instalments. The 1st Instalment of 75 percent will be released after the award of the proposal and receipt of the Grant-in-Aid Bill. The 2nd and final instalment of 25 percent will be released upon receipt of seminar/conference proceedings (2 hard bound copies) along with audited Statement of Accounts and Utilization Certificate in GFR 12 A form.

6. MONITORING

The ICSSR-NRC may depute an Officer/Observer to oversee the quality of the seminar/conference.

7. CONDITIONS

- 7.1 The theme of the seminar/conference must be within purview of social sciences as defined in 1.1 above and should be focused, coherent and realistic in their coverage and scope.
- 7.2 The academic background of the convener and paper presenters must be in conformity with the theme of the proposed seminar/conference.
- 7.3 The names of the resource persons and the topics of the presentation to be made in the seminar should be clearly defined.
- 7.4 The Concept Note must specify (a) the sub-themes (b) the research questions being addressed, and (c) possible contribution/outcome of the seminar/conference to the existing body of social science research.
- 7.5 Application should highlight the impact of the seminar for the society and nation in 500 words each.
- 7.6 The ICSSR-NRC may send an observer/Resource Person to the seminar/conference to get an impression report about the event.
- 7.7 The grantee organization shall be liable to refund the entire grant amount together with the interest @ 10% from the date of encashment of the cheque in case the event did not take place within the stipulated period or the financial year for which the grant had been released.
- 7.8 Incomplete applications in any respect shall not be considered.
- 7.9 The seminar/conference coordinator who do not submit the statement of accounts and utilization certificate in the proper format along with the proceedings will be debarred from applying for the grant.

8. COMPLETION OF THE EVENT

On completion of the event, the scholar should submit the following:

- 8.1 Two hard bound copies of the seminar/conference proceedings consisting of full papers and lectures.
- 8.2 Audited Statement of Accounts and Utilization Certificate in GFR 12 A form. In case of central universities, AC/UC signed by the finance officer is acceptable. For all other institutions/universities, the AC/UC should be countersigned by a chartered accountant.

8.3 The seminar/conference Convenor submits a detailed report within sixty days after the Seminar/Conference and send it to ICSSR-NRC along with group photographs, banner and certificate.