



ICSSR-NORTHERN REGIONAL CENTRE, NEW DELHI

Application form for Research Methodology/Capacity Building Programme

Name and Address of the Organizers:	Phone: Fax: E-mail: Website:
Name and address of the Convener	Phone: Fax: E-mail: Website:
Theme of the RMC	
Concept Note one Page of RMC	
Sub-Themes: 1. 2. 3. 4. 5.	Proposed Dates: Venue:

Number of Participants		
	(in number)	(in words)
Local		
Outstation		
Total		
Funding Details:- Detailed Budget indicating amount to be incurred on TA/DA, hospitality, Transport, Stationery, Secretarial Assistance. Typing and Xeroxing work and other contingent expenditure etc.		
S.NO.	Items	Amount
1.	Domestic Travel	
2.	Accommodation to participants	
3.	Tea- snacks, Lunch and Dinner	
4.	Transport	
5.	Stationery	
6.	Xeroxing	
7.	Secretarial Assistances	
8.	Contingency	
9.	Honorarium to paper writers	
10.	Any other (Specify)	
	Total	

* Please consult Guidelines for preparing the Funding Details

Amount expected from NRC (maximum financial assistance Rs. 1,50,000/-)
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Institutional Funding		
Own Contribution	Amount Sought	Amount sanctioned by the institution
Funding from other sources:		
Name of organization	Amount Sought	Amount sanctioned

I hereby certify that the above information is correct to the best of my knowledge and that I shall abide by the Terms & Conditions as laid down in the guidelines of the Scheme.

Signature of the Applicant

Date

Name (block letters)

Designation:

Address:

**Signature of the Head of the Institution/Organization
(Seal)**

Date

Name (block letters)

Designation:

Address:

N.B.

1. The application should be forwarded by the Head of the Institute/Organization viz. Director/Registrar/President/Chairman, etc. duly signed and stamped. The applications should reach three months prior to schedule date of seminar/conference/graduate seminar/workshop.
2. In case of approval, the funds will be released to the forwarding institution/Organization.
3. NGOs should enclose the NGO Profile Form "S" along with relevant documents.
4. In case of non-fulfilment of any of the Terms & Conditions, the applicant/organization will not be eligible for further support under any of the schemes of the Centre

Applications, complete in all respects, should be addressed to:

The Hony. Director

Northern Regional Centre

Room No. 003, Old CRS Building

Jawaharlal Nehru University

New Delhi-110067

☎.No. 011-26741607,26741610; E-mail: nrcicssr@gmail.com, nrc@icssr.org

Annexures /Checklists for Research Methodology Application

(Please see **GUIDELINES FOR AWARD OF Research Methodology GRANT**)

1. Concept note (3000 words), describing the objective of the course and Justification for the same
2. Tentative Programme Schedule.
3. Budget Estimate as per the available format.
4. Brief Academic CV of the Course Director and Co-Director including five major publications. (2-3 pages).
5. Forwarding letter from the Head of the Affiliating Institution duly stamped and signed on the letterhead.
6. List of Resource Persons containing name, designation, email, mobile number and specialization.
7. Duly attested SC/ST/Disability certificate, if applicable duly attested SC/ST/Disability certificate, if applicable

Forwarding Letter

(Through Head of the Institution/ Registrar in case of University)

The Hony. Director
Northern Regional Centre
Room No. 003, Old CRS Building
Jawaharlal Nehru University
New Delhi 110067

The _____
(Name of the organization) forwards application of _____
(Name of the Convener) for the financial assistance for organizing Research
Methodology on the theme _____

_____ with an
undertaking that this organization agrees to administer and manage the ICSSR
Seminar Grant and provide basic infrastructural facilities for the above-mentioned
seminar.

The institution shall be responsible for submitting the audited statement of
accounts and utilization certificate for the grant received by it, for this purpose.

Signature
(Seal)

Place: Name: _____

Date: Designation: _____