

UNIVERSITY OF KERALA

Application for financial assistance from State Plan Funds (2025-26) for the Conduct of Hybrid Programmes - State/National/International Seminars/ Symposia/ Conferences/ Workshops/ Training Programmes by the Teaching Departments/ Centres of the University

[PLEASE TICK (✓) THE APPROPRIATE ITEM]

1	ACTIVITY	Seminar	Symposium	Conference	Workshop
2	GEOGRAPHICAL COVERAGE		State Level	National	International
3	BROAD SUBJECT AREAS	Sciences	Arts/Humanities	Commerce	Others

4. TITLE OF THE PROGRAMME

5. DATE & DURATION

From	To	Total Number of Days

6. VENUE

7. NAME AND ADDRESS OF ORGANIZING DEPARTMENT/CENTRE

Name of the Department/Centre :

Address :

Phone/Mobile :

Email :

8. NAME AND ADDRESS OF ORGANIZING SECRETARY



Name :

Address :

Phone/Mobile: Email:

9. OBJECTIVES OF THE SEMINAR/CONFERENCE/ SYMPOSIUM

(i)

(ii)

(iii)

a). **BRIEF ABSTRACT OF THE PROPOSAL:** (in approx. 250 words) highlighting its relevance and possible contribution to the existing body of knowledge (**(SEPARATE PAPERS TO BE ATTACHED)**)

b). Details of research undertaken in the area of the proposed Seminar /Conference / Symposium

10. NAME AND ADDRESS OF PERSON EMPOWERED TO RECEIVE FINANCIAL ASSISTANCE

a. Name :

Address :

Phone: Email:

b. Details of Bank Account to which financial assistance is to be transferred

* *PSTSB Account number of the Department/Centre*

11. BROAD DETAILS OF ANTICIPATED EXPENDITURE (in ₹)

Sl. No	Details of Estimated Expenditure	Amount
1	TA/DA for Resource Person (Indian/International)	



2	Pre-conference printing (Announcement, abstracts etc)	
3	Publication of proceedings & e-publication	
4.	Subscription of Platforms like Zoom (for conferences having larger participation, free platforms like Google Meet may not be comfortable)	
5.	Video Recording under KU Padashala	
6.	Stationery & Registration kit	
7.	Secretarial Assistance	
8.	Food & Refreshments	
9	Miscellaneous	
	Total Expenditure	

Prior sanction of the Vice-Chancellor shall be obtained for meeting the airfare/taxifare expenses from the seminar funds. Kindly furnish the name, designation, institution's details and travel details of the resource persons along with the request.

11. ESTIMATES OF PROCEEDINGS

- A) Will the proceedings be priced?
- B) No. of pages & copies to be printed:
- C) Approximate price of proceedings (₹)
- D) Estimated cost of printing (₹)
- E) Estimated Income from sale of proceedings (₹)

12. DETAILS OF ANTICIPATED INCOME

	Sources	Amount Requested ₹	Amount committed or received ₹	Items for which grant requested
A. FROM OTHER FUNDING AGENCIES				
1				
2				

