RULES AND GUIDELINES FOR GRANT OF FINANCIAL ASSISTANCE TO SCIENTIFIC SOCIETIES AND ACADEMIC INSTITUTIONS

The Indian Council of Agricultural Research, New Delhi has been operating a scheme for grant of financial assistance to scientific societies and academic institutions engaged in the field of agriculture and allied disciplines for meeting part of expenditure on publication of their journals and for holding international/national seminars/symposia etc. out of A.P. Cess and Plan Funds.

The Rules and Guidelines for the scheme have been recently revised, and approved by the Governing Body of ICAR in its 201st Meeting held on July 14, 2005.

These are enclosed herewith for information of all. Comments, if any may be communicated to:

The Assistant Director General (TC)
Indian Council of Agricultural Research
Krishi Anusandhan Bhawan-I, Pusa Campus,
New Delhi-110 012
E-Mail: rcm.icar@mail.nic.in
Rules and Guidelines for Grant of Financial Assistance to Scientific Societies and Academic Institutions

1. **Name of Scheme** - Grant of financial assistance by ICAR for publication of Journal and holding of Scientific Symposia/Seminars.

2. **Main Objective of the Scheme** - To meet part of the expenditure incurred on publication of journal, and for holding the seminar/symposium/conference/congress (except the AICRP workshops) out of the A.P. Cess and Plan Funds of the ICAR with a view to promote research/education/extension education/policy issues in the broad field of agriculture and allied sciences.

3. **Eligibility criteria**– The following organisations are eligible for the grant:

   3.1 **Scientific/professional societies/associations**
      
      3.1.1 Should be registered under the Registration of Societies Act, 1860 or such other Act of the State Govt.
      
      3.1.2 Actively involved in promotion of research/education/extension education in the broad field of agriculture and allied sciences.
      
      3.1.3 Should have their membership open to all eligible citizens of India as per rules irrespective of any region, religion, race, caste, creed or language.
      
      3.1.4 Those having more than 100 members will only be eligible for the assistance unless being formed in a specialized/emerging discipline or subject and proper justification is provided.

   3.2 **Public/Quasi-public organizations**
      
      3.2.1 Those which are conducting research/education/extension education in the field of agriculture and allied disciplines and recognized by the ICAR.
      
      3.2.2 Those which have their membership open to all eligible citizens of India without any distinction of region, religion, race, caste, creed or language.

   3.3 **ICAR Headquarters and ICAR Institutes.**

   3.4 **Agricultural Universities.**

   3.5 **General Universities** – which are involved in Post-graduate teaching and research in agriculture and allied sciences and have been established by an act of either the state legislature or the Parliament or are recognized by the U.G.C.
4. Nature and quantum of grant

4.1. Nature of grant

4.1.1 For Publication of Journal to Scientific/Professional Societies.

4.1.2 For holding National/International Symposium/Seminar/Conference on the theme chosen by them, to Scientific/Professional Societies, Public/quasi-public bodies and General Universities having post-graduate teaching and research in agriculture and allied sciences.

4.1.3 For holding National Symposium/Seminar/Conference on the ICAR Identified Priority Theme Area to Scientific/Professional Societies, Public/quasi-public bodies, ICAR Headquarters and its Institutes, Agricultural Universities and General Universities having post-graduate teaching and research in agriculture and allied sciences.

4.1.4 For sponsoring Priority Theme Areas of topical relevance and importance for holding of national seminar/symposium/conference within a specific period, to get useful and implementable recommendations. ICAR will widely circulate, including on its website, the list of such areas to all institutes (including ICAR institutes), universities including general as well as agricultural universities, and scientific societies for seeking good proposals to organize the seminar/symposium. The selection of a suitable hosting institution will be on competitive basis.

4.2. Quantum of grant

4.2.1 For holding seminar/symposium/conference, the quantum of financial assistance to individual society/association/institution will be determined after taking into account its relevance and performance as also merit of the proposal. The financial assistance will, however, not be more than Rs. 2.50 lakhs for holding national seminar/symposium/conference on the topic chosen by the grantee body, and upto Rs. 4.00 lakhs on the theme identified by the Council. The amount for international event will be determined on case to case basis.

4.2.2 For publication of journal, the amount of assistance will be Rs. 1,20,000/- for ‘A’ category journals, Rs. 90,000/- for ‘B’ category journals, and Rs. 75,000/- for ‘C’ category journals as per the evaluation of the Council.

4.2.3. The grant for publication of journal will be on matching basis i.e. the recipient society will also have to incur at least 50% of the expenditure related to publication of journal as a whole as a matching grant.

4.2.4 The Council’s support to a Society for publication of Journal will be restricted to only one Journal.
4.3 Frequency of grant

A society/association/body will be eligible for Council’s financial assistance for holding a seminar/symposium/conference only once in three years. A general university will be eligible for holding one seminar/symposium/conference once in two years, other than the seminar/symposium/conference on ICAR identified Priority Themes. The ICAR Headquarters and its Institutes and agricultural universities will be eligible for holding the seminar/symposium/conference on ICAR identified Priority Themes only. Normally, not more than two seminars/symposia/conferences on ICAR identified Priority Theme Area will be considered for a body in a year. Journals will be eligible for annual grant as per Rule 3.0 and 4.2.2.

5 Purpose and Utilization of Grant

5.2 For publication of scientific journals

5.2.1 Secretarial assistance.
5.2.2 Honorarium to editorial staff.
5.2.3 Stationery including cost of paper, postage and duplication of articles.
5.2.4 Cost of printing and binding etc.
5.2.5 Incidental expenses such as cost of freight from the printing press to the registered office of the concerned organization.

5.2 For holding of seminars/symposia/conferences

5.2.1 Secretarial assistance.
5.2.2 Stationery
5.2.3 Incidental expenses e.g. hiring of transport, audio-visual equipment and auditorium.
5.2.4 Organizing scientific exhibitions/poster presentations.
5.2.5 Printing of Circulars/Abstracts/Souvenir/Proceedings/Invited Lectures.
5.2.6 Meeting travel expenses for invitees at National and International symposia/Seminars/Conferences for not more than a total of sixteen persons of whom ten will be Speakers/Chairpersons, and six young scientists/Ph.D. students (below 35 years of age) whose presentations (oral or poster) were adjudged best by a properly constituted committee. International experts will be maximum two, to the extent of local hospitality.

6 Procedure for submitting application

6.1 Separate applications will be made for financial assistance for (i) holding symposia/seminars/meetings, and (ii) publication of Journal.
6.2 The application should be made on the proforma prescribed by the ICAR (Annexure I & II), copy of which can be obtained on request. Twenty five copies of the completed proforma are required to be submitted for consideration in each case by 30th June every year.

6.3 Before submitting the application, the society/organization should ensure that the Audited Utilization Certificate of the grant(s) released by the Council in the previous years if any, has been submitted to and acknowledged by the Council. No grant will be sanctioned or released to any society/organization which has failed to submit A.U.C. in respect of grants made earlier.

6.4 The application shall be counter signed by the President/Chairperson/Head of the Institution/Vice-Chancellor of the University.

6.5 Applications which do not satisfy the conditions or are incomplete will not be considered. A list of such applications will however, be put up to the Standing Committee for information.

6.6 For holding seminars/symposia/conferences

6.6.1 The topic/subject matter being proposed should have direct relevance to the agriculture or allied fields and should be of topical significance.

6.6.2 For holding national seminar/symposium/conference, the societies/bodies should submit their application at least six months in advance.

6.6.3 For holding International symposia/seminars/conferences, the societies/bodies should plan well in advance and submit their proposals to the Council at least 12 months before the scheduled date for preliminary consideration. It will be mandatory on the part of organizing society/body to obtain prior approval at least three months in advance, of the nodal Ministry as well as Ministry of Home and External Affairs. No request for release of financial assistance for International seminars/symposia/conferences shall be further processed by the Council before such approval is made available.

6.6.4 Applications may also be invited by the Council for consideration on competitive basis for the specific priority themes identified by the Council.

6.6.5 The societies/bodies receiving financial assistance from the Council shall submit to the Council at least two copies of the proceedings of the symposium/seminar conducted with the assistance of the Council received earlier.
6.7 For publication of journal

The societies/bodies requesting for annual financial assistance from the Council for publication of journal should submit at least two copies of the latest issue of journal which should not be more than one year behind the schedule along with application and AUC as per 6.2, 6.3 and 6.4. For renewal of Annual Grant in subsequent years, application in the prescribed proforma will have to be submitted latest by 31st July of that year.

7. Evaluation of application in ICAR

7.1 For publishing Journal

7.1.1 The standard of the journal for the purpose of grants will be adjudged on the basis of

- National character of the journal,
- Focus of the journal,
- Standing and track record of the Society,
- Year of publication of 1st volume/issue,
- Frequency and punctuality of publication,
- Number of membership of Society,
- Editorial Board,
- Peer review,
- Get-up (size, shape, binding, arrangement of figures and tables, lettering, titles and sub-titles, and cover design) of journal,
- Quality of articles, editing, and printing,
- Coverage by national/international abstracting/indexing, and
- Extent of circulation, etc.

7.1.2 Based on evaluation criteria, the journal will be placed in any of the three categories viz. A, B and C and the quantum of assistance will be provided according to the category. The journals which do not fall even in ‘C’ category, will not be given assistance.

7.1.3 The journals which do not publish referred articles, will not be eligible for the ICAR’s financial assistance.

7.1.4 The standard of the journals receiving assistance from the Council will be reviewed periodically (every five yearly) based on the above mentioned criteria. The journals (B and C category) which show significant improvement may be upgraded, while those which show consistently marked deterioration and fail to improve the quality may be downgraded / phased out.
7.2 For holding National/International Symposium/Seminar/Conference

7.2.1 Does the theme have a distinct relevance to the ICAR mandate? It may be specified.

7.2.2 What is the scientific structure of the theme and also details of resource persons, number of participants (Indian and Foreign), etc.?

7.2.3 Has any attempt been made by any other organization in the past to address this issue? If so, what has been the tangible outcome and how will the proposed theme strengthen further the programme?

7.2.4 What is the professional standing and track record of the proposing body?

7.2.5 Has the proposing body organized any such event in the past? If so, the details of scientific programme, resource persons (Indian and foreigners), outcome of the programme, expenditure incurred, benefit(s) accrued to science, country, region or world, etc.

7.2.6 How is expected outcome aimed at tackling national, regional and global issues?

7.2.7 Total estimated expenditure? Quantum of support requested from ICAR and other agencies/sources etc.

8. Processing of the application in ICAR.

8.1 All the applications which are complete, will be processed on file by the Technical Coordination Section of ICAR. Comments of concerned Subject Matter Division will be obtained as regards technical suitability in view of national perspective and importance of the theme of the proposed seminar/symposium/conference, and about the suitability with regard to quality of journals which were not included in the ICAR existing list of journals eligible to receive financial assistance for publication, and the amount of grant, in case recommended, for ICAR’s financial support. Such new journals will then be placed before a sub-committee for further evaluation of their quality. Later, the applications with the recommendations of the SMDs/Sub-Committee will be placed for consideration of the ICAR Standing Committee. Approval of the DG, ICAR will be sought on file on the recommendations of the ICAR Standing Committee.

8.2 All proposals/requests for holding a seminar/symposium or for printing and publication of journals, etc. once approved for financial assistance, shall not be included in the agenda for additional grant for the same purpose unless specifically mentioned in the proceedings of the previous meeting and approved by the competent authority.
8.3 The Director General, ICAR may sanction grants in favour of societies/bodies, in exceptional cases in anticipation of the Standing Committee’s approval, to be subsequently ratified by the Standing Committee.

9. **Issue of sanction by ICAR indicating various conditions**

9.1 Sanction for the financial assistance as approved by the competent authority will be issued which will include specific terms and conditions as detailed in **Annexure III**.

9.2 In order to obtain feedback, the Council will depute/nominate scientist(s) from ICAR to every symposium/seminar/conference to which it has provided financial assistance without payment of the registration charges. Nominations may be made from nearby ICAR Institutes if it is not possible from ICAR Headquarters.

10. **Undertaking to be given by the grantee Society/Institution.**

   The grantee society/institution will have to give an undertaking that it agrees to be governed by the conditions of the grant and also to intimate in detail, about the creation or acquisition of permanent or semi-permanent assets resulting from the grant.

11. **Release of grant**

   The financial assistance to the society/body will be released on their acceptance of the terms and conditions as contained in the sanction letter. Initially ¾th amount of total sanctioned grant will be released by the Council, provided the AUC for ICAR grant received in previous year if any, and two copies of latest issue of journal (not more than one year behind the schedule) are made available by the society/body in the Council. All efforts would be made to release the grant about one month before holding of national/international seminar/symposium/conference. The balance amount (¼th) will be released on receipt of AUC for the grant received from the Council and the feedback in the prescribed proforma (**Annexure IV**) and detailed proceedings of the seminar/symposium/ conference/meeting, etc.

12. **Maintenance of Accounts by the grantee Society/Body/University/Institution.**

12.1 The grantee society/body/university/institution will maintain a proper account of the grant received by it from the Council.
12.2 The grantee society/body will be required to submit its annual accounts, duly Audited by a recognized Auditor/Statuary Auditor together with the Audited Utilization Certificate to the Council by July of the succeeding year.

12.3 The account submitted by the grantee society/body will clearly reflect the utilization of the grant for the specific purpose/purposes for which it is sanctioned by the Council.

12.4 Unless the Audited Utilization Certificate submitted by the grantee society in respect of the grant already received is accepted by the Council, no further grant will be sanctioned by the Council to that organization.

12.5 The grant released for a particular year shall be utilized only during that year. However, if for any reason, the society/body/institution is not able to utilize the grant in that particular year, the same will be refunded to the Council.

12.6 The assets acquired by the grantee society/body/institution, wholly or substantially out of the grant given by the Council would not, without the prior approval of the Council, be disposed of, encumbered or utilized for purposes other than those for which the grant was sanctioned.

12.7 The grantee society/body/institution will be required to maintain in the form G.F.R. 19 a register of the permanent and semi-permanent assets acquired wholly or substantially out of the Council’s grant and a copy thereof, furnished to the Council annually.

13. Monitoring of the output of the activity/event and follow-up action in case of seminar/symposium/conference

The society/institution/body will be required to submit a feedback report in the prescribed proforma (Annexure IV) along with the proceedings of the seminar/symposium/conference. within two months. Societies/ bodies will be required to send the recommendations of the seminar/ symposium/conference etc. to the concerned organization/institution for implementation under intimation to the ICAR. Comments of concerned DDG will be obtained on the feedback report and proceedings and the balance amount (¼th of the total sanctioned) will be released on satisfactory comments and the receipt of AUC of the sanctioned grant. The Council may also communicate relevant recommendations to its' institutes for consideration and inclusion in their programmes.
14. The Director-General, Indian Council of Agricultural Research will have the power to relax any of the conditions mentioned above, for reasons to be recorded in writing.
ANNEXURE-I

APPLICATION FORM FOR SEEKING FINANCIAL ASSISTANCE BY THE SCIENTIFIC SOCIETIES AND ACADEMIC INSTITUTIONS FOR HOLDING NATIONAL/INTERNATIONAL SEMINARS/SYMPOSIA/CONFERENCES IN AGRICULTURE INCLUDING ANIMAL SCIENCES AND ALLIED SUBJECTS.

NATIONAL/INTERNATIONAL*

1. Title of the Seminar/Symposium/Conference

2. Name of the Scientific Society /Academic Institution with full address.

3. Name and full address of the office bearer with whom correspondence may be made, together with his telephone, Fax No. and telegraphic address.

4. Year of Establishment

5. Whether registered (if applicable) under the Registration of Societies Act, 1860 or any similar Act of Central/State Legislature. (Registration number and date to be given).

6. Prescribe the Membership Eligibility Criteria

7. Membership Fee and number of members (for Scientific Society only).

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<td>Institutional Member</td>
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<td>(vi)</td>
<td>Amount collected as Membership Fee (during the last year).</td>
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* Strike off not applicable
8. Main areas of work of the Society/Institution.

9. Summary of the activities undertaken by the Organisation and its future programmes:-

i) Conferences/Seminars/Symposia organized in the last three years and their outcome/ follow-up action.

ii) Journals, Newsletters and proceedings brought out in the last three years.

iii) Other Publications, e.g. Pamphlets, Brochures, Leaflets etc. brought out in the last three years.

iv) Whether copies of the above mentioned publications are being supplied regularly to the ICAR Library.

v) Future Programme

10. Executive Committee/Council of the Society.

10.1 Composition

10.2 Mode of Election/Manner of Appointment

11. Financial position of the Organisation during the last three fiscal years.

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<tr>
<th>Year</th>
<th>Receipts (Rs.)</th>
<th>Expenditure (Rs.)</th>
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12. Whether the Accounts of the organization for the previous year have been audited by the Auditors. If so, a copy thereof may be furnished.
13. Whether the organization agrees to maintain proper separate accounts of the grant, if sanctioned by the Council.

14. Details of financial assistance already received from the Council if any, during last three fiscal years and the purpose for which it was received.

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<tr>
<th>Year</th>
<th>Amount of Grant (Rs.)</th>
<th>Purpose (in brief)</th>
<th>Total Expenditure incurred (Rs.)</th>
<th>Amount of grant utilized (Rs.)</th>
<th>Has Utilization Certificate been accepted by the Council</th>
<th>Remarks</th>
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15. Conference/Seminar/Symposium for which financial assistance is sought.

15.1. Title

15.2. Date(s) on which proposed to be held.

15.3. Venue (in case ICAR Institutes premises is venue, please intimate whether permission has been obtained).

15.4. Broad Outlines with scientific theme-wise programme.

15.5. Likely Resource persons.
15.6. Likely number of participants.  
(i) Indian ____________
(ii) Foreigners ___________

15.7. Scope and the utility of proposed 
event (Technical/Scientific Highlights of the Seminar/ 
Conference/Meeting may be indicated briefly. 
Also, attach a copy of the Circular)

15.8. Has any attempt been made in the past 
to address this issue. If so, what has been 
tangible outcome and how will the proposed 
theme strengthen it further.

15.9. What is expected outcome and how it is aimed at tackling 
national, regional and global issues.

15.10. Amount of assistance sought for:

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<th>16. Details of Estimated Expenditure:</th>
<th>Estimated Expenditure</th>
<th>Amount of assistance required from ICAR</th>
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16.1 Holding of Seminars/Symposia/ 
Conference

16.1.1 Secretariat assistance

16.1.2 Stationery (including cost of paper, postage 
and duplication of articles).

16.1.3 Incidental expenses (e.g. hiring 
of transport, audio-visual equipment, 
open ground auditorium).

16.1.4 For organizing poster presentations.

16.1.5 Meeting travel expenses of special invitees.

16.1.6 National Experts/Speakers/
Chairman (Max. of ten).

16.1.7 Students/Young Scientists (below 
35 years) (Max. of six).
16.1.8 International Experts (Max. of two, to the extent of local hospitality).

Sub-Total = _______  _________

16.2 Printing of Papers/Proceedings:

16.2.1 Printing of circulars/abstracts/ souvenir/invited lectures.

Sub-Total = _______  _________

16.2.2 Printing of Proceedings/Technical papers.

Sub-Total = _______  _________

Grand Total (16.1+16.2) = _______  _________

17. In case foreign participants being invited, whether the clearance, for their participation has been obtained from:

a) Administrative/Nodal Ministry of the organiser.

b) External Affairs Ministry.

c) Home Affairs Ministry.

18. Has a grant for any of the above purposes been applied for from any other sources? If so, please state:-

i) Name(s) of the Authority/ Authorities concerned.

ii) Purpose for which grant has been sought.

iii) Amount of grant sought.

iv) Amount of grant received.
19. Whether the grant is acceptable to the Society/Association on the terms and conditions of the Council? Yes/No

Place: Signature of Sponsoring Official

Dated:

Signature of the President or Secretary of Society/ Head of the Institution/Vice-Chancellor with seal of Office.
ANNEXURE-II

APPLICATION FORM FOR SEEKING FINANCIAL ASSISTANCE BY THE SCIENTIFIC SOCIETIES FOR PUBLICATION OF JOURNAL IN AGRICULTURE INCLUDING ANIMAL SCIENCES AND ALLIED SUBJECTS.

JOURNAL

1. Name of the Scientific Society with full address.

2. Name and full address of the office bearer with whom correspondence may be made, together with his telephone, Fax No. and e-mail ID.

3. Year of Establishment

4. Whether registered (if applicable) under the Registration of Societies Act, 1860 or any similar Act of Central/State Legislature. (Registration number and date to be given).

5. Prescribe Membership Fee and number of members (for Scientific Society only).

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<td>v) Other Member (specify)</td>
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(vi) Amount collected as Membership Fee (during the last year).
6. Main Areas of work of the Society

7. National Standing and Track Record of the Society: Summary of the activities undertaken by the Organisation and its future programmes:

7.1 Summary of activities undertaken

7.1.1 Conference/Seminars/Symposia organized in the last three years and their outcome/follow-up action.

7.1.2 Journals, Newsletters and proceedings brought out in the last three years.

7.1.3 Other Technical Publications.

7.1.4 Whether copies of the above mentioned publications are being supplied regularly to the ICAR Library.

7.2 Future Programme

8. Executive Committee/Council of the Society

8.1 Composition

8.2 Mode of Election/Manner of Appointment

9. Composition of the Editorial Board

10. Process of Peer Review (Panel of Reviewers)

11. Financial position of the Organisation during the last three fiscal years.

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12. Whether the Accounts of the organization for the previous year have been audited by the Auditors. If so, a copy thereof may be furnished.

13. Whether the organization agrees to maintain proper separate accounts of the grant, if sanctioned by the Council.

14. Details of financial assistance already received from the Council if any, during last three fiscal years and the purpose for which it was received.

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15. Journal for the publication for which grant is sought from the Council.

a) Title and focus of Journal.

b) Periodicity of the Publication.

   (i) Date of publication of the first issue of the journal

   (ii) How many issues published in a year.
(iii) Whether Journal is Published up-to-date. Volumes No. and year of the Latest issue.

(iv) Average No. of papers & pages Published in an issue during last three years.

(v) Whether two copies of all published issues of journal being sent regularly to ICAR.


c) Present status of Publication

d) Last volume and number(s) published upto the last 31st March. (ICAR will provide financial assistance for those journals only which are not more than one year behind the schedule).

e) Number(s) in Press.

f) Number(s) proposed to be brought out During the current year.

16. Total circulation of the Journal in India and Abroad

17. Amount of ICAR financial support the society received & total expenditure by society on publication of Journal during last three years.

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<tr>
<th>Year</th>
<th>Receipts</th>
<th>Expenditure</th>
<th>AUC Submitted or Not</th>
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18. Estimated expenditure during the current year.

19. Estimated income during the current year from:-
   i) Membership fee.
   ii) Sale.
   iii) Other sources.


   Secretarial assistance
   Honorarium to Editorial staff
   Cost of stationary
   Cost of printing & binding, etc.
   Incidental expenses
   (Any other (specify)

   Total = _______________________

21. Has a grant for any of the above purpose been applied for from any other source? If so, please state:-
   (i) Name(s) of the Authority/ Authorities concerned.
   (ii) Purpose for which grant has been sought.
   (iii) Amount of grant sought.
   (iv) Amount of grant received.

22. Whether the grant is acceptable to the Society/Association on the terms and Conditions of the Council? Yes/No

   Signature of the Secretary/ Sponsoring Official
   PLACE: ________________
   Date: ________________

   Signature of the President/ Secretary of the Society with Seal of Office.
Annexure- III

Terms and Conditions as normally contained in the Sanction Letter by the ICAR to the Scientific and Academic Institutions.

1. 3/4th fund of the sanctioned amount shall be released to the Institution first and the remaining 1/4th amount shall be released later after receipt of feedback on the Symposium/Seminar/Conference in the enclosed proforma (wherever applicable), Audited Utilization Certificate and the bills of the actual expenditure incurred on the National/International Symposium/Seminar/Conference or on publication of Journal.

2. The grantee Institution will maintain a separate and proper account of the grant received by it from the Council.

3. Grant for publication of journal is on matching grant basis i.e. the recipient society will also have to provide at least 50% of the expenditure on publication of journal to receive the equal grant (subject to the ceiling as 4.2.2) from the ICAR.

4. A copy of the audited income and expenditure accounts of the organization for the year of the receipt of the grant (Calendar or fiscal, as the case may be) showing therein specifically the above grant received from the Council and the expenditure incurred by the organization on the specified item(s) together with a Utilization Certificate (two copies), duly signed and countersigned by the Secretary and the Auditor (Chartered Accountant) of the Society respectively shall be furnished by the organization to the Council latest by 31st July following the close of the year as the case may be. The account submitted by the grantee Institution will clearly reflect the utilization of the grant for the specific purpose/purposes for which it is sanctioned by the Council.

5. The Council will depute its Nominee(s) to attend the Seminar/Symposia/Conference organized by the Society/Institute/Organization without paying the registration charges.

6. The unspent portion of the grant as well as the portion of the expenditure objected to by the Auditor of the organization and / or the Council shall be refunded by them to the Council forthwith on receipt of a communication in respect thereof.

7. Unless the Audited Utilization Certificate submitted by the grantee society in respect of the grant already received is accepted by the Council no further grant will be sanctioned by the Council to that organization.

8. The grant released for a particular year shall be utilized only during that year.

9. The grant hereby sanctioned shall be suitably acknowledged by the organization in their Annual Report/journal.

10. Two copies of the Proceedings of the Seminar/Symposium/Conference held and also, of journal published by them during the year, shall be supplied by them regularly, free of cost, to the Assistant Director General (Tech. Cdn.) and to the Librarian, Indian Council of Agricultural Research, Krishi Bhavan, New Delhi-110 001.
11. The permanent and semi-permanent assets acquired wholly or substantially out of the grant, shall not without the approval of the Council obtained in writing, be disposed of, encumbered or utilized by the society/body for purposes other than those for which the grant is sanctioned.

12. For renewal of Annual Grant for publication of journal in subsequent year, application in the prescribed proforma will have to be submitted latest by 31st July of that year.
Annexure IV

FORMAT FOR FEED BACK FROM THE SCIENTIFIC & ACADEMIC INSTITUTIONS ON THE ORGANIZED SEMINAR/SYMPOSIA/CONFERENCE, ETC.

1. Name of the Applicant Body
2. Title of the Seminar/symposium/conference
3. Venue and Date(s)
4. No. of Participants  
   Indian _______ Foreigners_______
5. Expenditure Incurred
6. Amount of grant by ICAR
7. ICAR’s Sanction No. and Date
8. Major Achievements of the event
9. Technologies identified/ready for release
10. Existing production, protection and management techniques which need improvement
11. Technological gaps identified
12. Specific recommendations made to address the gaps.
13. New Thrust Areas of major relevance identified
14. Usefulness of the recommendations for the Council.
15. Follow-up action undertaken by the society/organization or proposed to be undertaken.
16. Any other remarks

Note: The above information is required to be furnished to the Council in not exceeding 4-5 pages within two months of organization of the event.