

	National Council for Promotion of Urdu Language SCHEME DOCUMENT	Doc. No. : SC-05
		Issue No. : 05
		Issue Date : 05 March-2018
		Page 1 of 1
Title: SCHEME OF FINANCIAL ASSISTANCE FOR SEMINARS/ CONFERENCES/ WORKSHOPS		

1. Financial Assistance is provided to registered NGOs for organising of Seminar/Conference/Workshop on topics related to Linguistic, Literature, Culture and Cultural Heritage associated with Urdu language.

2. Extent of Financial Assistance :

1. Local/District Seminar upto Rs.37,500/-
2. State Level Seminar upto Rs.75,000/-
3. National Level Seminar upto Rs.1,50,000/-
4. International Level Seminar upto Rs.4,50,000/-

Following items of expenditure shall be admissible under the scheme :

- (i) Rent of venue.
- (ii) TA/DA of participants subject to IInd AC railway fare.
- (iii) Honorarium of scholarly papers @ Rs. 1000/- per paper.
- (iv) Miscellaneous/ contingency expenditure.

The grant shall be released in two equal installments. Second installment shall be released after the receipt of report on deliberation, list of actual participants and utilization certificate from the grantee institution/organization.

The articles/materials, presented in the seminar/conference/workshop will be the property of the NCPUL.

3. Eligibility :

- 3.1 Voluntary organization/societies/charitable endowments/ trusts which are registered for last three years under the relevant Central or a State Laws prevalent for the time being, are eligible to apply for assistance.
- 3.2 Voluntary organization/societies/charitable endowments/ trusts should be registered with the NITI Aayog NGO portal Darpan <http://ngodarpan.gov.in>.
- 3.3 Theme paper/Synopsis in Urdu Language to be submitted as composed and consisting of 2-5 pages.
- 3.4 List of the Experts/Scholars with their names, address and designation, to be submitted.
- 3.5 For International Seminar/Conference/Workshop, minimum five scholars/ Experts from different countries, to be invited.
- 3.6 For National Seminar/Conference/Workshop minimum five scholars/Experts, to be invited from different states of India.
- 3.7 Those NGOs/Societies/Trusts have already been approved for grant in aid in the previous financial year, will not be considered in the current financial year. (excluding Universities/ Colleges/Educational Institutions).

4. Submission of Application:

The application to be submitted from 1st May to 31st May every year in original performa which is uploaded in the website of the NCPUL.

APPLICATION FORM FOR SEMINAR/CONFERENCE/WORKSHOP**The Director**

National Council for Promotion of Urdu Language
Farogh-e-Urdu Bhawan
FC-33/9, Institutional Area
Jasola, New Delhi-110 025

Sir

I submit herewith an application for Seminar/Conference/Workshop under the scheme of financial assistance for “**Seminar/Conference/Workshop**”. Details are as follow:

1. Name of the applicant with full address :
(attach a copy of Bio-data in case of scholar) :
:
2. Topic of Seminar/Conference/Workshop :
3. A detailed note on the topic :
(attach a separate sheet)
4. Proposed date and Venue :
5. No. of participants :
(attach the complete list of participants
with professional status, full address and
Telephone/Fax No.)
6. No. of Scholarly papers to be presented :
7. **Estimated Expenditure**
 - (i) Rent for Venue :
 - (ii) TA/DA for participants limited to 50 :
 - (iii) Honorarium for scholarly papers :
 - (iv) Contingency :
- TOTAL** :
8. Amount of Financial Assistance required :
9. Bank Account No. indicating Name of
the Bank, Branch Code No. and IFSC
Code of the branch.
10. Whether the financial Assistance
received in the last financial year from
NCPUL. If yes, details may be furnished.

Year	Topic

For Voluntary Organization/Societies/Trusts

1. Name of NGO/VO/Society/Trust with complete address :
.....
.....

2. Name of Chief Executive/ Functionary with Tel.No./Mob./Fax/E-mail :
.....
.....

3. (a) Registration Number with Date/Year and Act in which registered :
(enclose a copy of Registration Certificate also)

- (b) Unique ID No. of NGO as generated in <http://ngodarpan.gov.in> :
(enclose a copy of Unique ID Number)

Undertaking:

It is certified that the above informations are true to the best of my knowledge and belief. If any information furnished by me is found false at any time, I will be responsible for the same and any decision taken by the NCPUL will be acceptable to me.

(Signature)

Name (in Capital) :

Address :

.....

E-mail:

Phone/Mob.:

Office Seal :

Note : Please read NORMS carefully before filling the form. Incomplete Application Form will not be considered.