THE TRAVEL GRANT PROPOSALS MUST BE PERTAINING TO SOCIO-ECONOMIC DEVELOPMENT OF THE STATE

I wish to apply for financial assistance to enable me to attend the Conference/ Congress/ Symposium/Workshop on (specific title) ________________________________

From ___________________________ To ___________________________
at ___________________________ City ___________________________
in ___________________________ Country ___________________________
organized by (The name of Organization/Institute) ___________________________

I am furnishing the information sought in this regard and appending the documents/copies of documents required.
In the event of being granted the assistance I promise to fulfill the condition of award.

Yours faithfully

(Signature)

Name (in block letters) : ___________________________
Designation & Institute : ___________________________

Place: ___________________________
Date: ___________________________
1. Name (in block letters) (Family Name) (Personal Name)

2. Designation

3. Institution

4. Title of paper for presentation

5. Nature of participation (Chairing a Scientific Session, Keynote address, Delivering Invited Lecture, Presentation of Paper Oral/poster)

6. Earlier participation in Conference/Seminar etc. aboard during last three years (Please given following details)
   (i) Congress/Conference, etc
   (ii) Place
   (iii) Year attended
   (vi) Funding Agency

7. Facilities extended by Sponsors/Organizers of the present Conference
   (i) Travel full/in-part/nil
   (ii) Boarding & lodging full/in-part/nil
   (iii) Internal travel full/in-part/nil

8. Registration fee: _____________________________ Amount ___________________

9. Support sanctioned/promised by other agencies: _________________________________
   Name of Agency ________________________________
   Nature & Amount of Support (Rs) ________________________________
   Sanctioned/Promised/Applied for ________________________________
   Return fare ________________________________
   International Rs. ________________________________ (Economy class air fare)
   From ________________________________ to ________________________________ and back

   How in the presentation in the Conference/Congress/Symposium/Workshop related to your research work.
   How the presentation would be beneficial for parent organization/State.
   Recommendation of the forwarding authority

Date: ________________________________
(Signature of the Applicant) Seal: ________________________________
(Signature of the Head of the Institute)
TRAVEL GRANT
FOR ATTENDING
INTERNATIONAL CONFERENCE/SEMINAR/SYMPOSIUM/WORKSHOP ETC

GUIDELINES

The Council has a scheme under which, financial assistance towards travel cost is considered for participation in International Conference/Seminar/Symposium/Workshop. The scheme shall not provide assistance towards maintenance, registration fee, airport tax, taxi fare and other cost. 100% International airfare will be given subject to maximum of Rs. 50,000/-, whichever is less, subject to availability of funds.

The Travel Grant proposals must be pertaining to Socio-Economic Development of the State.

PROPOSED ELIGIBILITY

(a) Scientist working in Educational/Academic Institutions and research Laboratories in Chhattisgarh State will be eligible for travel support to participate in conference etc. on selective basis.

(b) The application has an accepted paper for presentation or an invitation to chair a session or as a keynote speaker. Young Scientist (below 35 year of age) will be eligible to apply for attending training programmes/short term course/schools.

(c) The applicant has NOT availed of financial assistance from CCOST in the last three years (for future reference).

(d) The conference/training course is of International character. (Applicant to attend annual meetings of professional societies will not be considered).

(e) The application should be forwarded through proper channel and must reach CCOST two months prior to the date of the conference.

(f) Air passages are to be booked directly on a National Carrier i.e. Air India/Indian Airlines, as the case may be. EVEN TO PLACE WHERE AIR INDIA/INDIAN AIRLINES FLIGHT DO NOT OPERATE, the passage is to be booked THROUGH AIR INDIA/INDIAN AIRLINES.

DOCUMENTS REQUIRED

(i) Four copy of the completed Application Form and Bio-data.

(ii) A copy of letter from National or international agency committing to bear partial cost of TRAVEL.

(iii) Invitation from organizers.

(iv) Detailed announcement of the conference (please attach Photocopy of the announcement).

(v) Letter of acceptance of paper for presentation and/or invitation from organizers to chair the session/participate as a keynote speaker.

(vi) Abstract of the paper to be presented by the application at the conference.

(vii) A certificate from Air-India indicating the cost of return airfare by economy/excursion class by shortest route.

In the event of selection CCOST will initially issue a commitment letter agreeing to the support. The committed amount will be reimbursed to the scientist only on his return after participation in the conference and on submitting a detailed report, a copy of Air Ticket, etc, within two months from the date of the conference.