



Dr. A.P.J. Abdul Kalam Technical University, Uttar Pradesh

(Formerly U.P. Technical University)

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Dated: 23 January, 2018

To

The Directors/Principals
Constituent/Associated/Affiliated College of
AKTU, Lucknow

Re: Inviting expression of interest for funding under Seminar grant and Travel grant.

Dear Sir/Madam

The University has initiated various research schemes to promote research activities in its constituent/associated/affiliated institutions. Proposals are invited for funding under the following schemes:

1. Seminar Grant
2. Travel Grant

Details of the schemes and the application forms are available at AKTU ERP, Dashboard-Research. Expression of interest can be submitted for funding under the above schemes online through AKTU ERP latest by 15/02/2018.

Your Sincerely

(Prof. K.V. Arya)

Dean PG Studies & Research

Copy to for information and necessary action:

1. Dean(s), AKTU, Lucknow
2. Registrar, AKTU, Lucknow
3. Finance Officer, AKTU, Lucknow
4. Controller of Examination, AKTU, Lucknow
5. System Manager, AKTU, Lucknow
6. Media Incharge, AKTU, Lucknow
7. Staff Officer, Vice Chancellor Office, AKTU, Lucknow

(Prof. K.V. Arya)

Dean PG Studies & Research

DR. A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY, U.P., LUCKNOW

SEMINAR GRANT (SG)

Objectives

The scheme is aimed at providing financial assistance to Dr. A.P.J. Abdul Kalam Technical University, U.P., Lucknow (AKTU) affiliated institutions for organizing Symposium /Conference / Seminar / Workshop at National and International level in various fields of Technical Education. The Scheme intends to promote high standards in Technical Education by way of extending opportunities to the academicians and working professionals by providing a forum for sharing their knowledge, experiences, innovations and inventions. Preference shall be given to topics of emerging and thrust areas in Technical Education.

Eligibility

- a) The Host Institution must be an affiliated/constituent Institute of the University and should preferably be NBA accredited.
- b) Coordinator must be full time regular faculty with adequate experience in teaching and research with publications.
- c) Maximum one proposals per institute per year including sanctioned but not completed would be considered.

Duration of Project

The proposed/approved Seminar shall be conducted within six month from the date of receipt of offer letter.

Limit of funding

Rs. 50000/- for National Conference and Rs. 1 Lakh for International Conference.

Disbursement of the Funds

50% amount as advance.

50% on submission of Utilization Certificate and other documents as per terms and conditions.

Processing Methodology:

The proposal shall be assessed by an expert committee constituted as follows

- a) Three experts not below the rank of Professor.
- b) At least one member among the experts shall be from the concerned stream.
- c) Dean Post Graduate Studies & Research, AKTU will be the convener.

Terms and conditions

- a) Prior permission of AKTU sponsorship is essential for conducting Seminar under this scheme.
- b) Funds once released/sanctioned for organizing the particular Seminar/ Conference/ Symposium/ Workshop cannot be utilized for any other programme.
- c) In case the event is cancelled, the funds will be returned back to AKTU immediately with interest incurred.
- d) Any change in the programme for holding Seminar / symposium / conference /workshop, change of Coordinator name and Venue date would be required prior approval of the AKTU, failing which the offer for the grant already issued would be treated as automatically withdrawn.

The funds under the scheme are released in two installments

- a) The first installment (fifty percent of the total amount sanctioned) is released before the event on the receipt of acceptance letter,
- b) The second installment is released after the receipt of the following documents:
 - (i) Feed-back of participants with signature;
 - (ii) Photographs of the Conducted events.
 - (iii) Utilization certificate and statement of accounts in prescribed proforma duly audited by the Chartered accountant in the case of private institution and by the finance officer/account officer in respect of government/government-aided institution as per prescribed format.
 - (iv) Supporting bills/documents on account of expenses incurred for the purpose duly attested by Head of the Institute.
 - (v) Copies of proceedings.
 - (vi) The Institution should submit the documents necessary for release of 1st installment within 15 days of receipt of the offer letter and document necessary for release of 2nd installment within 1 month of the conduct of the event.

DR. A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY, U.P., LUCKNOW

TRAVEL GRANT

Objectives

The scheme is aimed at promoting research and development activities in various areas of technical education in the affiliated institutions of Dr. A.P.J. Abdul Kalam Technical University, U.P., Lucknow (AKTU) by providing opportunity to meritorious faculties to interact at International level to update the global changes in the concerned field of specializations.

Eligibility

- a) The Host Institution must be an affiliated/constituent Institute of the University and should preferably be NBA accredited.
- b) Applicant must be full time regular faculty with adequate experience in teaching and research with publications.
- c) Maximum one proposals per institute per year including sanctioned but not completed would be considered.
- d) Full time regular faculty for presenting paper in conferences abroad to be sanctioned once in 2 years to the applicant.

Duration of Project

Duration of project will be six months from the date of receipt of funds in the institute's account.

Limit of funding

Total funding of Rs.1.0 Lakh.

Disbursement of the Funds

100% amount reimbursement.

Processing Methodology

The proposal shall be assessed by an expert committee constituted as follows

- a) Three experts not below the rank of Professor.
- b) At least one member among the experts shall be from the concerned stream.
- c) Dean Post Graduate Studies & Research, AKTU will be the convener.

Terms and conditions

- a) Prior permission of the AKTU sponsorship is essential before travel under this scheme.
- b) Total expenses towards travel from International Airport to Destination Airport and back. The applicant has to perform the journey by Air India only, unless Air India gives an official certificate that there is no flight on the concerned sector (either of Air India itself or in collaboration with some other airlines). In case, journey is performed by any other airline, the airfare approved will not be released. In case any section is not wholly covered by Air India / Indian Airlines and the journey is performed partly by Air India and partly by any other Airline, the tickets for the entire journey should be purchased from Air India and not from the collaborating Airline.
- c) The applicant should plan and travel by shortest route under Economy / Excursion Class only and air fare certificate issued by Air India should be enclosed with the proposal.
- d) Registration fee can be reimbursed.
- e) Per Day allowance (Days of the conference plus two more days for the journey) as per the central government rules.
- f) The amount sanctioned shall be reimbursed through the parent institution of the applicant in a form of crossed cheque / draft on receipt of the required documents within one month of return journey of the visit, duly forwarded by the Head of the parent institution of the applicant.
- g) Applicant should submit only one proposal at a time.
- h) In case an application of a candidate for a particular event (for a particular date as well as a particular venue) is rejected, the same shall not be considered again and no correspondence in this regard shall be entertained by the AKTU.
- i) The grant offered /sanctioned to attend a specific conference, can not in any case, be utilized for the purposes of Travel abroad to attend any other Conference.

The following are the document to be submitted by the awardee in original/ signed by Head of Institution for claim of reimbursement

- a) Travel Documents.
- b) Statement of Expenditure along with Air Ticket & Boarding pass.
- c) A brief report of the conference.
- d) A brief report of any other scientific and technical activities under taken during the visit.
- e) Other visits undertaken during the period, duly signed by the Registrar / Principal / Director
- f) Receipt of the Registration Fee paid issued by the organizer.
- g) Voucher indicating the rate at which foreign currency is purchased.
- h) Certificate of attendance issued by the organizer
- i) Certificate from Air India indicating the shortest route to the venue approved.
- j) In case the reimbursement form endorsed by Head of Institution is not attached with the above mentioned required documents then the claim form will not be entertained.