

ASSOCIATION OF CHEMISTRY TEACHERS

(Reg. No. Maharashtra Government, Mumbai 922, 2010 G.B.B.S.D. dated 8-4-2010)
c/o Homi Bhabha Centre for Science Education
V.N. Purav Road, Maukhurd, Mumbai-400 088

APPLICATION FOR FINACIAL SUPPORT TO SYMPOSIUM/ SEMINAR/ CONFERENCE /WORKSHOP

1 **Name of the activity** Symposium/Seminar/ Conference/Workshop etc: _____

2 **Name of the Academic Institution under whose auspices the activity is being organized.**

3 **Address of the Institution:**

4 **Convenor, with designation:** _____

5 **Contact details of the convenor:** Email: _____

Mobile: _____ Landline (Res) _____

FAX: _____

6 **Whether the Institution is a Govt. Organization / University (Central/State/ Deemed) / State Govt College / Private College /Other, PI Specify**

7 **Title of the activity:** _____

8 **Venue of the activity:** _____

City _____ State _____

Pin _____

9. **Period of the activity: From** Date ___Month ___ Year 20___ **To** Date ___Month ___ Year 20___. Total : _____ days

10. Complete Address of contact person for all Communication :

Name : Dr/ Ms/ Mr _____
Designation : _____
Department (if any) : _____
Name of the Institute / Society etc: _____
Address _____

City _____ State _____
Pin _____
Contact No with STD code _____
Mobile no _____
e-mail ids _____

11. Attach a brief note indicating the – (i) details (ii) relevance (iii) expected participation of the activity:

12. Indicate how many total delegates are expected to participate indicating the number of national, foreign delegates, research students etc.

Total Delegates: _____no(s)
National Delegates: _____no(s)
Research Students: _____no(s)
Any Others: _____ no(s)

13. How many delegates would read papers: _____ no(s)

14. Total anticipated expenditure under the following heads:

(a) TA/DA to speakers: Rs _____

(b) Pre-Conference printing (announcements, abstracts etc.): Rs. _____

(c) Stationery: Rs. _____

(d) Boarding and Lodging of delegates: Rs. _____

TOTAL of above (a) to (d): Rs. _____

15. Total anticipated income out of the following:

(a) Registration fee of the delegates: Rs. _____

(b) Sponsorship and Advertisements: Rs. _____

(c) Any other income : Rs. _____

TOTAL of above (a) to (c) : Rs. _____

16. (a) Grant requested from ACT: Rs. _____

(b) Specific item/items of expenditure for which the grant is requested from ACT

17. Details of other agencies who have been approached for sponsoring the proposed activity:

S. No	Name of the agency	Grant Requested (Rs)	Grant Received (Rs)	Grant Expected	Items for which grant will be used
1					
2					
3					

18. Did the organizers receive any grant from ACT in the past 5 years. If yes, please indicate:

S. No.	Total Amount received (Rs)	Conference Title and period	Year
1	Rs.		
2	Rs.		

19. Mention the name and address of the authority who will be responsible for submitting the details of expenditure, unused balance, and report of the activity to the Gen. Sec. ACT, for the present grant, if sanctioned:

Name : Dr/ Ms/ Mr _____

Designation : _____

Department (if any) : _____

Name of the Institute / Society etc: _____

Address _____

City _____ State _____

Pin _____

Contact No with STD code _____

Mobile no _____

e-mail ids _____

20. Any other information which you may like to add:

Signature of the convenor: _____

**Signature of the Head of the Institution/ _____
(along with seal) where the activity is to be held.**

Name : Dr/ Ms/ Mr _____

Designation : _____

1. ***The ACT provides partial financial support to recognized colleges and universities for the organization of Symposium / Seminar / Conference / Workshop etc on Chemistry for the benefit of students and teachers.***
2. ***The applications must be received well in advance before the event. No application shall be considered after the event.***
3. ***The application is to be filled in by the Convenor of the event and countersigned by the Head of the Institution where the activity is to be held.***
4. ***Incomplete applications will not be considered***
5. ***Application should be sent to the General Secretary, ACT, one hard copy and also to be sent as a soft copy my email.***
6. ***One copy of the invitation circular, one copy of Proceedings (hard and soft copy) and the statement of income and expenditure should be sent within one month from the conclusion of the activity.***