

PROFORMA FOR SEEKING FINANCIAL ASSISTANCE TO ORGANISE WORKSHOP / SEMINAR / CONFERENCE

1.	Name and address of the Organiser		
2.	Theme of the Seminar / Workshop / Conference		
3.	Sub – Theme		
4.	Proposed Dates		
5	Venue		
J.	Venue		
6.	No. of Participants		
	1. Local 2. Outstation 3. Total		
7.	Detailed Budget indicating amount to be incurred on TA / DA,		
	Hospitality, Transport, Stationary, secretarial assistance, typing and other contingent expenditure etc.		
	Items Amount Rs		
	, unlease is		
	Total Rs		

8. Amount	Amount expected from the WRC			
9. Other So	. Other Source of funding	Amount expected		
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10.Justifica	tion for organising the pro	oposed programme:		
-	nclosed the following : (a	s Appendix)		
	(A)Concept Note (of 2 pages)(B) Name of Authors of key papers and other papers with their themes			
• •				
	of Participants			
• •	(D)List of Resource Persons with address & confirmation (E) Programme details: Date-wise and session-wise break-up of themes including inaugural and closing address			
Date		Signature		
		Stamp		
Place				
Name a	Name and Address of Programme Coordinator			