# KERALA STATE BIODIVERSITY BOARD,

# GOVT. OF KERALA, THIRUVANANTHAPURAM

***APPLICATION FORM FOR FINANCIAL ASSISTANCE TO SUPPORT***

***BIODIVERSITY SEMINARS / WORKSHOPS / SYMPOSIA 2023 - 2024***

**I. Basic Information**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Title of the programme | : |  |
| 2. | Name, Designation and address of the Programme Coordinator of the event including E –mail ID & Mob. No. | : |  |
| 3 | Name and address of organizing institution: | : |  |
| 4. | Area of expertise of the Programme co-ordinator | : |  |
| 5. | Proposed dates of the programme(from dd-mm-yyyy; to dd-mm-yyyy) | : |  |
| 6. | Place and venue of the proposed programme | : |  |
| 7. | Name of the Authority of Research Organisation / Educational Institution authorized to receive the grant | : |  |
| **II.**  | **Technical details of the programme (Attach separate sheets) :** |
| 8. | * 1. Title of the activity
	2. Objectives:
	3. Importance in State/Regional context.
	4. Topics to be covered.
	5. Expected Outcome
 | : |  |
| 9. | Status of organizing Institution (Colleges/ University Departments / Research Institutions/ Professional Associations/ Registered Voluntary Organisations / Others) | : |  |
| 10. | Collaborating Institutions / Organisers (if any) | : |  |

# Details of Beneficiaries/ Target group (Students/ Government Officials/ Public/ Others)

1. **Expected Number of Participants :**

# Financial Details

*(Amount expected from KSBB as financial grant)*

|  |  |  |
| --- | --- | --- |
| **No.** | **Details of estimated expenditure:** | **Amount (Rs.)** |
| 1. | **Honorarium & TA for invited faculty** |  |
| 2. | **Resource Materials** (Printing and publishing of Proceedings, Reports and handbooks) |  |
| 3. | **Miscellaneous*** Organizing expenses
* Publicity materials (Banner, Brochure etc.)
* Refreshments (Lunch, Tea and Snacks)
* Workshop materials
 |  |
|  | **TOTAL** |  |

**VI: Contribution from other funding sources, if any:**

# VII: Bank Account Details of the Institution

# *(Please enclose the copy of first page of Passbook)*

Account Number:

Name of the Account Holder:

Name of the Bank:

IFSC:

|  |  |
| --- | --- |
| Head of the Institution: SignatureName & Address | CoordinatorSignatureName & Address |

(Seal)