

**KERALA STATE BIODIVERSITY BOARD,  
GOVT. OF KERALA, THIRUVANANTHAPURAM**  
**APPLICATION FORM FOR FINANCIAL ASSISTANCE TO SUPPORT**  
**BIODIVERSITY SEMINARS / WORKSHOPS / SYMPOSIA 2025**

**I. Basic Information**

1.	Title of the SEMINARS / WORKSHOPS / SYMPOSIA	:	
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	:	
<b>II.</b>	<b>Technical details of the programme (Attach separate sheets) :</b>		
8.	<p><b>A.</b></p> <p>I. Title of the activity</p> <p>II. Objectives:</p> <p>III. Importance in State/Regional context.</p> <p>IV. Topics to be covered.</p> <p>V. Expected Outcome</p> <p><b>B. Tentative Programme Schedule including sessions and Resource persons</b></p>	:	
9.	Status of organizing Institution (Colleges/ R&D and Academic institutions/University Departments/ NGO's/ Registered Voluntary Organisations)	:	
10.	Collaborating Institutions / Organisers (if any)	:	

**III. Details of Beneficiaries/ Target group (Students/ Government Officials/ Public/ Elected representatives / Others)**

**IV. Expected Number of Participants :**

**V. Financial Details**

*(Amount expected from KSBB as financial grant)*

<b>No.</b>	<b>Details of estimated expenditure:</b>	<b>Amount (Rs.)</b>
1.	<b>Honorarium &amp; TA for Resource Persons</b>	
2.	<b>Resource Materials</b> (Printing and publishing of Proceedings, Reports and handbooks)	
3.	<b>Miscellaneous</b> <ul style="list-style-type: none"> <li>• Organizing expenses</li> <li>• Publicity materials (Banner, Brochure etc.)</li> <li>• Refreshments (Lunch, Tea and Snacks)</li> <li>• Workshop materials</li> </ul>	
	<b>TOTAL</b>	

**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:

IFSC:

Name of the Account Holder (as per the Pass Book):

Name of the Bank:

**VIII: Expression of Interest Statement**

We, hereby declare that the

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.....(Name of Colleges/ R&D and Academic institutions/University Departments/ NGO's /Registered Voluntary Organisations).....(District) is interested and willing to organize the above mentioned biodiversity seminar/symposia/workshop, as per the terms and conditions set forth by the Kerala State Biodiversity Board. We hereby declare that we are committed for the successful completion of the programme and submission of the final report along with SE and UC in stipulated format, within the specific time.

Head of the Institution:

Programme Coordinator

Signature

Signature

Name & Address

Name & Address

(Seal)