

Department of Economic Analysis & Research, NABARD

	R & D Fund : Application Form for seeking Grant Assistance for organising Conference/ Seminar/ Workshop/Symposium etc. (www.nabard.org) <i>(Please submit two sets of Application form & other documents (hard copy) and also mail the scanned copy of application form and other documents to the Regional Office/Head Office of NABARD at least 45 days in advance of the event)</i>	
1	Name of the Organizing Agency	
	(i) Type/Status of Organisation (University/College/ NGO/MFI/PRI/ Society/etc.	
	(ii) Date of Establishment	
	(iii) Registered/ Unregistered	
	(iv) If registered then under which Act (validity of registration in case of NGOs/MFI/ PRIs, etc.)	
	(v) Agency's Past Experience in holding seminars/ conferences (no of seminar & its details) during last 5 years	
	(vi) If any other agency/ Professional Association (i.e. Co-organizer) is also involved in organizing this Seminar, give the Name and Details of Agency and the nature of association	
2	(i) Name, Designation & Address of the of the convener / coordinator	
	(ii) Contact details of Institute/ seminar Coordinator Phone No – Landline (with STD code) Mobile No:	

	Fax No: e-mail address:	
3	Date of the Seminar	
4	Title of the Seminar/Conference	
5	Objective of the Seminar/Conference	
6	Major topics to be discussed during the Seminar (PI attach a separate sheet, if required)	
7	Relevance of the Seminar	
	(i) Relevance of organizing the Seminar on the proposed theme in the present day context (PI attach a separate sheet, if required)	
	(ii) Relevance of the theme/ topics to NABARD and its area of operation (PI attach a separate sheet, if required)	
8	Status of the Seminar (Regional/ National/International)	
9	Total No. of participants	
	(i) No. of participants from Same state	

	(ii) No. of participants from other states	
	(iii) No. of participants from Foreign countries	
	(iv) Name of countries from where foreign participants are expected:	
10	Name, designation, vocation, expertise in respect of experts presenting the Lead Paper, Memorial lectures etc.	
11	Session-wise/ Speaker-wise day to day schedule (Pl attach authenticated copy)	
12	Address of Venue of the Seminar with contact details	
13	Infrastructure with the agency	
	(i) Conference Hall owned / hired	
	(ii) Approximate capacity of Seminar Hall	
	(iii) No of guests to be accommodated:	
	(a) In Owned hostel/ Guest house	
	(b) In hired- hotel/ hostel	
14	Name of co-sponsors and amount of grant expected from each of them	
15	Category-wise delegate fee / registration fee per head	
16	Own involvement of the agency & its source	
17	Proposed Budget for the Seminar:	
a	Budget: Item-wise estimated expenditures	
	(i) Lunch / Dinner expenses for participants	
	(ii) TA / DA/ Honorarium to invited speakers	
	(iii) Accommodation expenses for participants	
	(iv) Postage, Stationery, Xerox, etc.	

	(v) Publication of Pre-Conference/ information brochure material/ Souvenir/ etc.	
	(vi) Publication of Conference / Seminar abstract / Proceedings/ Action points/ recommendations	
	(vii) Other Expenditure (specify)	
	Total Expenditure Estimate (17 - a)	
b	Budget: Item-wise estimated Income	
	(i) Registration fees from delegates	
	(ii) Contribution by the Co-Sponsors (agency-wise details)	
	(iii) Income from advertisement	
	(iv) Agency's own contribution	
	Total Expected Income (17 - b)	
18	Gap in Budget (Expenditure – Income)	
19	Assistance sought from NABARD	
20	No of times agency has already availed grant assistance from NABARD during	
	(a) Current financial year (give title of seminars)	
	(b) during last five years	
21	Printing of Proceedings/ Journal	
	(i) No of copies to be printed	
	(ii) Expected no of pages per book	
22	Any other information, the agency would like to furnish to NABARD	
23	List of Attachments	
	(i) Two copies of Announcement Letter/ information Brochure	
	(ii) Day to Day Schedule of the Seminar (indicating session topic, time slot, name of speaker & designation) on Institute's letter head duly authenticated by the competent authority	
	(iii) Budget of the seminar (Sl. No- 17)	

24	Bank details of the Agency	
	(i) Name of the account holder to whom the payment is to be made (as appearing in the bank account)	
	(ii) Name of the Bank	
	(iii) Name, Address & Contact details of the Branch	
	(iv) Account Number	
	(v) RTGS /NEFT/IFS Code	
	(vi) Type of account (Savings / Current etc.)	
25	Permanent Account Number (PAN) of the Agency	
26	Whether exempted from TDS ? If yes, attach the copy of exemption certificate as per Section 10 (23 c) of Income Tax Act, 1961	

Note : Please submit all the details as per the format, including banking and tax related details to facilitate the process

Signature of Organising Secretary/ convenor:

Name of Organising Secretary/ convenor:

Designation of Organising Secretary/ convenor

Place:

Date:

Recommendation by the Head of Institution

Signature of the head of the Institution:

Name of the head of the Institution:

Place:

Date:

Seal of the Institution*:

(* Seal of the institution - on all the pages of the application form)

ADDRESSES OF NABARD REGIONAL OFFICES

ANDAMAN & NICOBAR NABARD Complex, Kamaraj Road (VIP Road), PO Junglighat Port Blair - 744 103 Tel No : (03192) 233308 Fax No: (03192) 237696 Email : portblair@nabard.org	CHHATISGARH 1 st & 2nd Floor Pithalia Complex Fafadih Chowk, K K Road Raipur - 49209 (C.G.) Tel. No. (0771) 2888499 Fax No. (0771) 4213006 email : raipur@nabard.org	JAMMU & KASHMIR B-2, 4th Floor South Block, Bahu Plaza, Jammu-180012 Tel No: (0191) 2472355 Fax No : (0191) 2472337 Email : jammu@nabard.org
ANDHRA PRADESH 1-1-61, RTC 'X' Roads Musheerabad Hyderabad - 500020. Tel No: (040) 27613152 Fax No: (040)27612651 Email : apro@nabard.org	GOA 3rd Floor, Nizari Bhavan, Menezes Braganza Road Panaji - 403 001 Tel No : (0832) 2220490 / 2420504 / 2420053 Fax No. (0832) 2223429 Email : panaji@nabard.org	JHARKHAND Opposite Adivasi College Hostel Karamtoli Road Ranchi - 834001 Tel No : (0651) 2361107 Fax No : (0651) 2361108 Email id : ranchi@nabard.org
ARUNACHAL PRADESH Bank Tinali VIP Road Post Box No. 133 Itanagar – 791 111 Tel No : (0360) 2215967 Fax no: (0360) 2212675 Email : itanagar@nabard.org	GUJARAT NABARD Tower, Opp. Municipal Garden Post Box no. 8, Usmanpura Ahmedabad - 380 013 Tel No : (079) 27552257/58/59 Fax No. (079) 27551584 Email : ahmedabad@nabard.org	KARNATAKA NABARD Towers, 46, Kempe Gowda Road Bangalore - 560 009. TEL No : (080) 22076587-90 Fax No: (080) 22222148 Email: bangalore@nabard.org
ASSAM G.S. Road, Dispur Guwahati – 781006. Tel No : (0361) 2238006 FAX No. (0361) 2235657 Email : guwahati@nabard.org	HARYANA Plot No.3, Sector 34-A, Chandigarh-160022 Tel no: (0172) 5046728/ 5046784 Fax: (0172) 2604033, Email : haryana@nabard.org	KERALA NABARD Punnen Road, Statue Thiruvananthapuram - 695 001. Tel no. (0471) 2701600 /2701700 Fax No. (0471) 2324358 Email : trivandrum@nabard.org
BIHAR Block –B, 4 th & 5 th Floor Maurya Lok Complex Dak Bunglow Road Patna – 800 001 Tel No : (0612) 2223985 Fax No. (0612) 2238424 Email : patna@nabard.org	HIMACHAL PRADESH Block No. 32, SDA Complex, Kasumpti Shimla - 171009 Tel No : (0177) 2625483, 2622258 Fax No. (0177) 2622271 Email : shimla@nabard.org	MADHYA PRADESH E-5, Arera Colony, Bittan Market, Bhopal-462046 Tel No : (0755) 2464775 Fax No : (0755) 2466188 Email : bhopal@nabard.org
MAHARASHTRA 54, Wellesley Road Shivaji Nagar Pune 411005 Tel No : (020) 25500176/ 25500204 Fax – (020) 25542250 Email : pune@nabard.org	NAGALAND NSCB Head Office Admn. Building 4th Floor, Circular Road, Kharmahal, Dimapur -797 112 Tel No : (03862) 234063/235600/235601 Fax : (03862) 227040 Email : dimapur@nabard.org	PUNJAB Plot No. 3, Sector 34-A, Chandigarh - 160022 Tel No : (0172) 5046701; Fax: (0172) 2604433, Email : chandigarh@nabard.org
MANIPUR Leiren Mansion 2nd Floor, Lamphelpat, Imphal - 795004 Tel No.: (0385) 2416192 Fax No: (0385) 2416191 Email : imphal@nabard.org	NEW DELHI NABARD Tower, 24, Rajendra Place New Delhi- 110 125. Tel No (011) 41539353/25818707 Fax : (011) 41539187 Email : delhi@nabard.org	SIKKIM Om Niwas Church Road Gangtok - 737101 Tel No : (03592) 203015 / 204173 Fax No: (03592) 204062 Email : gangtok@nabard.org

MEGHALAYA 'U Pheti Kharmihpen Building 2 nd & 3 rd Floor, Plot No. 28 (2) Dhankheti, Shillong - 793003 Tel No : (0364) 2221602 / 2503499 / 2501518 / 2503507 Fax No : (0364)-2227463 E mail : shillong@nabard.org	ODISHA Ankur, 2/1, Nayapalli Civic Centre Bhubaneswar – 751015 Tel no - (0674) 2553884/ 2374301 Fax number – (0674) 2552019 Email : bhubaneswar@nabard.org	TAMIL NADU 48, MAHATMA Gandhi Road Nungambakam Post Box No. 6074 Chennai - 600034 Tel No. (044) 2830 4444 Fax No. (044) 28275732 Email : chennai@nabard.org
MIZORAM Ramhlun Road (North), Bawngkawn, Alzawl -796014 Tel No :. (0389) 2305290/ 2340029/ 2343428 Fax No. 0389-2340815 Email : aizawl@nabard.org	RAJASTHAN Plot No. 3, Nehru Place, Tonk Road, Jaipur – 302015 Tel No. (0141) 2741633 FAX No : (0141) 2742161 Email : jaipur@nabard.org	SRINAGAR CELL 459, Jawahar Nagar Behind DAV Institute Srinagar - 190 008 Tel No : (0194) 2311471, Fax No : (0194) 2310479 Email : srinagar@nabard.org
TELANGANA 1-1-61, RTC 'X' Roads Musheerabad Hyderabad - 500020. Tel No: (040) 27612640 Fax No: (040) 27611829 Email : hyderabad@nabard.org	TRIPURA Shilpa Nigam Bhaban,Ground Floor, Khejur Bagan near Ginger Hotel PO. Kunjaban Agartala - 799006 Tel No : (0381) 2224125 Fax No: (0381) 2329634 Email : agartala@nabard.org	UTTAR PRADESH 11, Vipin Khand, Gomti Nagar Lucknow – 226010 Tel No : (0522) 2399214/ 2399215 Fax No : (0522) 2304531 Email : lucknow@nabard.org
UTTARAKHAND 113/2, Rajpur Road, Hotel Sunrise Building Dehradun - 248 001 Tel No : (0135) 2748611 Fax No : (0135) 2748610 Email : dehradun@nabard.org	WEST BENGAL 'Abhilasha', 6 Royd Street Kolkata - 700 016 Tel No : (033) 2267943 Fax : (033) 22494507 Email : kolkata@nabard.org	
TRAINING ESTABLISHMENTS		
BOLPUR Bankers Institute of Rural Development, Bolpur Lodge P.O. Bolpur Dist. Birbhum PIN – 731 204 West Bengal Tel No.03463-253 261 Fax No : 03463-252 295 / 258 202 Email : rtc.bolpur@nabard.org	LUCKNOW Bankers Institute of Rural Development Sector H, LDA Colony, Kanpur Road, Lucknow – 226012 Tel No : 0522-2421954 Fax No : 0522-2421006 Email : bird@nabard.org	MANGALORE Bankers Institute of Rural Development Behind Government Polytechnic for Women Krishna Nagar Road Bondel Mangaluru-575 008 Tel No : 0824-2888501 (Joint Director) Fax No : 0824-2225835 / 2225844 Email : rtc.mangalore@nabard.org
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