

Seminar-Symposia Programme on New and Renewable Energy

1.0 Introduction:

Seminar & Symposia on Renewables for the purpose of the scheme means all such events, which requires interaction for a particular purpose, addressing one and/or more issues relating to renewable energy development in various forms including seminars, symposia, workshop, conference, colloquium, brain-storming, round-table, stake-holder consultation, etc.

2.0 Background:

Ministry, since its inception, has been providing support for organizing workshops, seminars and conferences etc through various organizations. These events helped in providing inputs for programme developments, feedback on existing programmes, and provide a forum to professionals, students, policy-makers, managers, economists and industry representatives, etc., to interact and share their views on the promotion and propagation of renewable energy.

3.0 Objective:

The objective of the scheme is to provide a forum to professionals, policy-makers, industry, non-government organization (NGO) and other groups of the society to share knowledge and experience on various aspects of renewable energy.

4.0 Eligibility Criteria:

Under the scheme, financial and Non-financial assistance is provided to organization for seminars & symposia on identified thrust areas related to renewables or any emerging area impinging on technology, innovation with regard to renewables. The generic eligibility criteria is as under.

- (i) Any recognized academic / research institution, industry/ industry confederation or Government Department / Government undertaking etc., having at least 3 years experience of working in renewable related subjects.
- (ii) Any registered voluntary / professional organization / Trust etc., having proven credential, and experience in renewable field and registered under the Societies Registration Act.
- (iii) Any voluntary / professional organization or academic / research institution / science centre or Government Department actively involved in the field of renewable energy for a period of at least three years and having developed considerable expertise and excellent track record of working in this area.
- (iv) The Proposal should have focus on topics relating to the main theme as renewable energy or covered as a major component of the event. Further, the organization should have in-house expertise in that subject area.

5.0 Procedure for applying:

The eligible applicant should submit their application three months in advance in the prescribed format [Annexure-I] through the Head of their organization / Registrar in case of universities to the Director (Seminar & Symposia), Ministry of New & Renewable Energy (MNRE), Paryavaran Bhawan, CGO Complex, Lodi Road, New Delhi-110003. In cases where the application is submitted after stipulated time schedule, reason for the same would need to be provided. The format can be either obtained from the Ministry or down loaded from the website of the Ministry.

6.0 Approval Process:

The application will be first examined by the Programme Division in the Ministry whether the information furnished is in the standard format or not and is complete in all respects. Thereafter, the proposal(s) shall be examined inter-alia taking into consideration the following aspects:-

- (i) Relevance of the event in furthering the cause of renewable.
- (ii) Credential and standing of the institution / organization.
- (iii) Grant received by the applicant organization under this programme during the financial year in which the proposed event falls.
- (iv) Application from Government Department / undertaking / academic / research institution has been duly forwarded by Head of the institution; and
- (v) Submission of audited statement of expenditure, utilization certificate etc., if any, relating to previous grant(s) under this scheme received by the applicant organization from MNRE.

7.0 Funding Pattern:

Financial assistance is only for organizational expenses of the proposed event and not for capital items like construction, equipment, automation etc. The indicative funding pattern is as under:

S. No.	Category – Event Level	Maximum Central Financial Assistance (Rupees)	
		Renewable Energy as a component of the event	Renewable Energy as energy event
01.	State	50,000	1,00,000
02.	National	1,00,000	2,00,000
03.	International	2,00,000	4,00,000

The quantum of Central Financial Assistance (CFA) for Seminar & Symposia may be more depending upon the location and level of importance of the concerned event.

MINISTRY OF NEW & RENEWABLE ENERGY**Performa for application for grant of holding National / International Seminar / Symposium / Conference in the field of New and Renewable Sources of Energy**

1. Theme of the Seminar / Symposium/
Conference
2. Dates and Venue of the Seminar/
Symposium / Conference
3. Name and address of the Organizing Institute
with Phone Fax Mobile and Email Address
4. Names of Chairman and Members of
the Organizing Committee for the Seminar, (if any)
with Phone Fax Mobile and Email Address
5. Status of the Organizing Institution (Registered Society,
University, IIT, etc. please attach copy)
6. In the case of Registered Society applying for the
grant from MNRE for the first time, a copy each
of the following may be enclosed
 - a) Registration Certificate
 - b) Memoranda of Association
 - c) By- Laws
 - d) Audited Statement of Accounts of
The previous year
7. Designation of the official empowered
to receive financial grants
(with Phone Fax Mobile and Email Address)
8. Broad details of estimates of
Expenditure for the Seminar as under
(Please attach statement)
 - (a) Pre-Conference Printing
(announcements, abstracts, etc.)
 - (b) T.A. / D.A.
 - (c) Stationery
 - (d) Secretarial Assistance
 - (e) Publication of Proceedings
 - (f) Any other, (please specify)
9. Estimate of expenditure on publication
of the proceedings of the Seminar

10. Details of Income and Sources of Income (please attach statement giving The following:
Sources
Amount requested Amt.
purpose for which committed / grant requested Received if any
11. Financial assistance
 - (a) Sought from MNRE
 - (b) Assistance to be provided by the Organizing institution or any other Agency
 - (c) Specific purpose/activity for which grant is required
12. Any grants received in the past from MNRE, if so, details and audited statement furnished
13. Bank Details
 - a) Type of the Account:
 - b) No. of the Bank Account:
 - c) Name and address of the Bank
 - d) MICR Code
 - e) IFSC Code
14. Category:
 - i) Autonomous bodies
 - ii) Non-Governmental Organization
 - iii) Co-operative Societies and Co-operative institutions
 - iv) State Governments
 - v) Union Territory Government
 - vi) Others
15. a) No. of Participants (List of Invitees/ Participants should be attached)
b) How expenditures on International travel and local hospitality are proposed to be met
c) Number of Indian Participants to whom TA/DA is proposed to be offered
16. If foreign participants are being invited, whether clearance of your Administrative Ministry for their Participation obtained (copy to be Attached)

17. Brief Statement of objectives of the Seminar (e.g. to review the State of art in the subject; to formulate specific Programme of action in the subject; to bring out the proceedings including papers submitted on the subject etc.), topics to be discussed and importance of the Seminar in the national context
18. Details of the Technical Programme for the Seminar. Please give names of chairman of Technical Sessions and key note speakers
19. Brief statement on the steps you plan to take to implement the recommendations of the Seminar/Symposia/Conference
20. Is this Seminar held annually? if yes, please give a brief statement on the follow-up of the recommendations of the Seminars held in the past 2-3 years

Release of the sanction amount now requires registration of your organization in the Central Plan Scheme Monitoring System of the Ministry of Finance. <http://164.100.12.97/CPSMS/>. You are accordingly requested to please get your organization registered and the information that the registration has been done may be sent to this Ministry, so that financial assistance could be released, if approved.

While sending the application, the dully completed proforma and supporting documents signed by the head of the organization alongwith 1. Programme Schedule, 2. List of Speakers (Name Designation Organization), 3. List of Invitees, 4. Programme Costs break up, 5. Brief not on the event, 6. Copy of the Organisation's Registration, 7. Recommendation, 8. Brochure etc. are necessary to be attached.

DECLARATION

I hereby declare that the above particulars furnished by me are true and correct.

Place:

Date:

**Signature of the applicant
{Name of the Chief Functionary
Or authorized Office bearer
(with seal of the Association/ Organisation)**

Government of India
Ministry of New & Renewable Energy
(PROFORMA FOR NON-FINANCIAL SUPPORT)

1. a. Name and Address of the organizer
Telephone No., Mob No., Fax No. & E-mail :

- b. Name, Date and Venue of the Seminar/Exhibition:

2. Theme of the Seminar/Conference/ Exhibition :

3. If the Association is registered trust or Society :
Indicate registration No. :
Place of registration :
Date of registration :
(Please attached a copy of Registration)

4. Whether the Nodal Ministry/Govt. of India have
given their approval :

5. Sources of funds for the event :
Please indicate the approximate amount
National
International
Others
(Please attach a copy of approximate income
and expenditure details of this events)

6. Account holder's Name and A/c No. :
Nature of Account :
Bank Name & Address :
MICR Code, IFSC Code, TIN and TAN No.

7. Main target Group for Event :

8. Role of Renewable Energy in the Event :

9. No. of visitors/exhibitors/invitee
National :
International :

10. Kind of support from the Ministry
a. (Financial/Technical) :
b. (Non-Financial) :

11. Nature of Event (National/International) :

12. Details of activities of the organizer during the
past years (Please attach a copy of approximate
income and expenditure details of previous events)

DECLARATION

I hereby declare that the above particulars furnished by me are true and correct.

Place:

Date :

Signature of the applicant
Name of the Chief Functionary
or authorized Office bearer