

Government of India
NATIONAL BOARD FOR HIGHER MATHEMATICS
(Department of Atomic Energy)
OYC Building, C.S.M. Marg, Mumbai 400 001

**APPLICATION FORM FOR TRAVEL GRANT TO ATTEND A CONFERENCE
OR MAKE A SHORT VISIT FOR COLLABORATIVE WORK**

Before filling in the form please read carefully the notes at the end of the form

1. (a) Name of applicant (in capitals
with expanded initials)

- (b) Date of birth

- (c) Name of employer

- (d) Designation and address

- E-mail
- Telephone
- Telex/Telegraphic address

- (e) Field of specialization
(Attach copy of Biodata
and list of publications
in the relevant field)

2. (a) Title of conference/meeting/
symposium/programme

- (b) Place and dates

- (c) Organizers (Attach a separate
sheet giving details of topics to
be covered, main speakers etc.)

3. (a) Proposed date of departure

- (b) Proposed duration of stay

- (c) Sector over which applicant would like to travel

4. Role of the applicant and
reasons for participation
(If presenting a paper attach
seven copies of the abstract
and indicate whether the paper
has been accepted)

5. (a) Support for local hospitality being provided by organizers Full % Partial No Support
 (Attach copy of letter from organizers. Amount (if known)
 See notes at the end of the form).

(b) Support for living expenses from other sources

- i. Name of the agency
- ii. Support applied for
- iii. Support granted

(c) Support for travel being provided by organizers

(d) Support for travel from other sources

- i. Name of the agency
- ii. Support applied for
- iii. Support granted

6. (a) Actual excursion fare by the shortest route by AIR-INDIA

(b) Actual cheapest excursion fare and name of Air-lines

(d) Cost for Health Insurance

(e) Cost of Visa-fees

7. Details of your foreign trips during the last five years:
 (Attach a separate sheet if necessary)

<u>Period</u>	<u>Place/Country</u>	<u>Purpose of trip</u>	<u>Who provided travel support</u>
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8. Amount Needed from NBHM:

9. If any of the trips in Item 7 was supported by NBHM, give further details

10. Name and designation of the official authorized to receive funds on behalf of the Institution as a possible advance towards travel grant.

Date

Signature of the applicant

Certificate

(To be signed by the official named in Item 9)

I undertake to receive from the Department of Atomic Energy advance towards travel grant and to submit a utilization certificate for the same after completion of the journey by the recipient.

Date

Signature

Seal

Name

Designation

NOTES

1. The applicant should be of age below 40 years on the first day of the programme.
2. NBHM does not offer support to cover living expenses. On the other hand while evaluating the application, considerable weightage is given to:
 - (a) support for local hospitality offered by organizers of the programme
 - (b) a longer stay supported by the hosts.

Enclose copy of letter from organizers as evidence of support for local hospitality.
3. NBHM should receive the application at least 3 months before the date of the programme.
4. Return EIGHT copies of the form along with enclosures in appropriate order to The Member Secretary, National Board for Higher Mathematics, Anushakti Bhavan, OYC Bldg., CSM Marg, Mumbai 400 001.
5. Selected candidates are entitled to reimbursement of Health Insurance and Visa Fees as per rules.
6. Normally the grant can be used only for travel by the national carriers Air India or Indian Airlines. When the destination is not served by Air India/Indian Airlines, the national carriers should be used upto a location suggested by Air India/Indian Airlines.

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