

NATIONAL MISSION FOR MANUSCRIPTS

11, Mansingh Road, New Delhi – 110001

Proposal Format

(For organizing public lecture under “Tattvabodha” series of the NMM)

1. Name and address of the coordinator of the proposed public lecture:

i. Name of the Coordinator:

ii. Designation & Address:

2. Name and address of the collaborating Institution/University:

i) Name of the Institution :

ii) Address :

iii) Institution Type :

iv) Act/ Registration No. :

v) Date of Registration :

vi) Registration Authority:

vii) State of Registration :

viii) PAN No. :

ix) TIN No. :

x) GST No. :

2. Brief history of the collaborating Institution/MRC/College/University:

3. Infrastructural status of the collaborating Institution/MRC/College/University:

4. Name, Designation & Address of the Speaker:

i.

5. Brief Bio-data of the Speaker:

i.

6. Name, Designation & Address of the Chairperson:

i

7. Brief Bio-data of the Chairperson:

i.

8. Topic:

i.

ii.

9. Background and Justification of the topic selected:

i

10. Date & Time of the public lecture:

Date: Time:

11. Venue:

12. Proposed budget:

(Should not exceed Rupees Forty Thousand):

Sr. no.	Expenditure Heads	Amount
1	Towards T.A. of the Speaker (Subject to actual)	
2	Accommodation charges of the Speaker (Subject to actual)	
3	Honorarium of the Speaker (Rs. 5,000/- fixed)	
4	Local conveyance of the Speaker & Chairperson (Subject to actual)	
5	Honorarium of the Chairperson (Rs. 1,000/- fixed)	
6	Towards T.A. of the NMM Coordinator (Subject to actual)	
7	Towards accommodation charges of the NMM Coordinator (Subject to actual)	
8	Printing of invitation cards, banners etc. (Subject to actual)	
9	High tea for 150 scholars (pre head @ Rs. 40/-) (Subject to actual)	
10	Photography and video recording charges (Subject to actual)	
11	Stage, sound & light arrangement, flower bouquets, gift items etc. (Subject to actual)	
12	Miscellaneous expenses, if any	
Total Maximum (₹40 thousand)		

1. Bankers details: (Attached cancelled cheque separately)

- i) Name of the Bank :
- ii) Payee Name :
- iii) Account number :

Signature
with official seal

National Mission for Manuscripts,
11, Mansingh Road, New Delhi-110001
DECLARATION

ISh./Prof./Dr. of (with full official address)

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..... declare that the grant released by the National Mission for Manuscripts, New Delhi will be utilized for the purpose of organizing a public lecture under Tattvabodha as per the guidelines provided by the National Mission for Manuscripts, within two months from the date of released of grant. I further declare to submit the paper presented by the speaker in the office of the Director, NMM along with the Utilization Certificate of the grant, statement of accounts with photographs, recorded videos, and supporting vouchers within one month from the completion of the above mentioned Tattvabodha.

Signature of the
proposed Coordinator
with official seal