



**GOVERNMENT OF SINDH
SINDH HIGHER EDUCATION COMMISSION**

F-60/1, Near Abdullah Shah Ghazi Shrine, Shahrah-e-Attar, Clifton,
Block-4, Karachi — Phone: 021-99332669-71
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APPLICATION FORM

GRANT FOR ORGANIZING INTERNATIONAL CONFERENCE / SYMPOSIUM-2024-25

1. DETAILS OF EVENT: (Please tick the appropriate box)	
a) Conference	<input type="checkbox"/>
b) Symposium	<input type="checkbox"/>
Title:	
Venue:	
Date(s)	
Scope of the Event	
Relevance and Scientific Significance of the Event with Reference to Existing National & International Needs	

Collaborating Institutions (Sindh HEC encourages collaborations among institutions working in similar disciplines)	
No. of Local Participants: Faculty Members of Universities across Pakistan	List may be attached as Annexure I
No. of Foreign invited speakers:	List may be attached as Annexure II
No. of National invited speakers:	List may be attached as Annexure III
No. of Organizing Committees	List may be attached as Annexure IV
Benefits to Pakistan	List may be attached as Annexure V
Themes of the Symposium	List may be attached as Annexure VI

2. DATA OF ORGANIZER/ UNIVERSITY/DAI:

Name of University/DAI:			
Patron:			
Name of Principal Organizer:			
Department / Institute:			
Designation:			
Faculty Distribution of University <i>*Ph.D. faculty members of the University must be 50 % or above of the total faculty members)</i>	Total Number of Ph.D. Faculty Members	Total Number of Non-Ph.D. Faculty Members	Total Number of Faculty Members
Details of Partners: (Industry/Academia)			
Postal Address:			

Phone & Fax:	
Email ID:	

3. BUDGET OF THE EVENT: (Sub-heads can be changed with event requirements)		
<i>Head of Expenditure</i>	<i>Amount</i>	<i>Details</i>
Air Tickets for International Invited Speakers <i>*(Not less than 5 for Conference)</i> <i>*(At least 1 for symposium)</i>		
Remuneration for International Invited Speakers		
Air Tickets for National Invited Speakers <i>*(Not less than 5 for Conference)</i> <i>*(At least 1 for /symposium)</i>		
Remuneration for National Invited Speakers		
Accommodation for Invited Speakers		
Entertainment (<i>Lunch & Tea Only</i>) <i>*(Dinner not included)</i>		
Publication (<i>Conference Proceeding Only</i>)		
Stationery (<i>Only Consumable Items</i>)		
Conference Gifts/Giveaways		
Contingencies		
Grand Total		
In Words:		

4. DETAILS OF FUNDINGS FROM OTHER SOURCES:

<i>Names of other funding agencies</i>	<i>Amount (Rs.)</i>	<i>Status</i>

5. GRANT DESIRED FROM SINDH HEC

Head of Expenditure	Amount
Total Expected Expenditure	
Earnings from Registration from local and international participant	
Total Grant requested from Sindh Higher Education Commission	

6. UNDERTAKING BY THE PRINCIPAL ORGANIZER

On behalf of the Organizing Agency and Working Committees, I hereby undertake and affirm that:

- ❖ If the grant is provided, I shall be responsible for its proper utilization and submitting the accounts of expenditure against the grant for its adjustment, duly audited by the university audit, immediately after concluding the event.
- ❖ I shall ensure the acknowledgement of Sindh HEC contribution in the proceedings of the event.
- ❖ In case of cancellation or postponement, I shall be responsible for timely intimating Sindh HEC and will arrange for immediate refund of the grant provided.

SIGNATURE OF PRINCIPAL ORGANIZER

WITH OFFICE STAMP & DATE

7. RECOMMENDATIONS FROM VICE-CHANCELLOR

I agree and support the event to be convened and strongly recommend the quantum of financial assistance, as requested through this form.

SIGNATURE OF VICE CHANCELLOR

WITH OFFICE STAM AND DATE

ANNEXURE I

Local Participants - Faculty Members of Universities across Pakistan

<i>S. NO.</i>	<i>NAME</i>	<i>UNIVERSITY</i>
1		
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ANNEXURE II
INTERNATIONAL INVITED SPEAKERS

<i>S. NO.</i>	<i>NAME</i>	<i>UNIVERSITY</i>
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ANNEXURE III

NATIONAL INVITED SPEAKERS

<i>S. NO.</i>	<i>NAME</i>	<i>UNIVERSITY</i>
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ANNEXURE IV

ORGANIZING COMMITTEE

S. No.	Name / Designation / Department / University of Person	Role in Event Management
1		
2		
3		
4		
5		
6		

ANNEXURE V

THEME OF CONFERENCE / SYMPOSIUM

SUB-THEMES

S. No

Name of Theme

1

2

3

4

5

6

7

8

ANNEXURE VI
BENEFITS TO PAKISTAN

ANNEXURE VII
DETAILS OF INDEXING OF THE CONFERENCE *(if any)*

ANNEXURE VIII
LIST OF REVIEWERS (other than TPC/ if any)

ANNEXURE IX
TIME LINE OF THE PEER REVIEW PROCESS